

# **New Jersey Chronological Elections Guide**

## **2004**

- **Election Dates**
- **Filing Petitions**
- **Duties of Election Officials**
- **Directory of County Election Officials**

**New Jersey Office of the Attorney General**  
**DEPARTMENT OF LAW & PUBLIC SAFETY**



**Division of  
Elections**

*[www.NJElections.org](http://www.NJElections.org)*

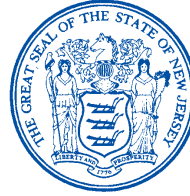
*The data for the 2004 Chronological Elections Guide was compiled by the Division of Elections for informational purposes only with regard to important deadlines for State & Federal, Non-Partisan Municipal and School Board elections held in New Jersey each year, and does not constitute legal advice.*

*(check our Website for the latest version- **[www.NJElections.org](http://www.NJElections.org)**)*

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Dear Friend,

Voting is a sacred American duty. It also represents the cornerstone of our democracy, providing an opportunity to choose the men and women who will represent us in the local, state and federal decision-making processes.

New Jersey takes great pride in the integrity of our state's election process. As a service to voters, the Division of Elections has prepared a Chronological Elections Guide, which sets forth important deadlines and dates in the New Jersey electoral process. Please read the information in the Guide carefully and thoughtfully.

If you are registered to vote, please exercise your right every year. If you have not yet registered, please be sure to do so. Registration is quick and simple. As Thomas Paine said, *"To vote is to perform a moral duty, and not to vote is to neglect a duty."*

Thank you for your dedication and commitment. We look forward to your comments and suggestions.

With all good wishes,

James E. McGreevey  
*Governor of New Jersey*





Dear Reader:

The opportunity to participate in free elections, and to have one's voice heard by voting, is the essence of American democracy. The Office of the Attorney General for the State of New Jersey is committed to making the democratic process as inclusive, accessible, and user-friendly as possible. Consistent with that spirit, the Division of Elections offers this updated, 2004 Chronological Elections Guide (previously the Chronological Elections Index).

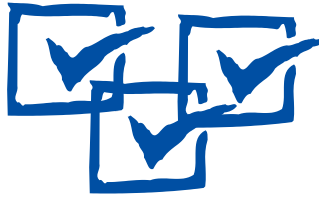
The Chronological Elections Guide sets forth the important deadlines for the major elections held in New Jersey each year. These elections include the annual school board elections held in April, the municipal elections held in certain non-partisan municipalities in May, the Primary Elections held in June, and the November General Elections.

The Chronological Elections Guide includes informative sections regarding the school board and non-partisan municipal elections. The Guide also includes an outline of the specific duties of New Jersey's various elections officials. The Guide is now available on-line in both English and Spanish language versions. As a new feature, the 2004 Guide includes legislative district maps.

I sincerely hope the information contained in this Chronological Elections Guide assists all eligible New Jerseyans in exercising their right to vote.

Peter C. Harvey  
*Attorney General of New Jersey*





Dear Reader:

The Help America Vote Act (HAVA) has brought nationwide focus to elections and voting with some new changes taking effect in June 2004. The State of New Jersey has implemented many measures intended to educate voters regarding the election process and is committed to making the election process accessible to all citizens. To this end, New Jersey offers the 2004 Chronological Elections Guide - a clear and comprehensive source of information concerning elections for each level of public elected office.

This year the enhanced guide includes information on congressional and legislative district maps which will assist readers with voting districts statewide. Also, new to the guide is a full-year calendar view section and a glossary of election terms.

The Guide is a product of a cooperative effort between a diverse group of individuals statewide, who work collaboratively to ensure that voter concerns are addressed and that the public is well informed. With the assistance of the election official community, I believe that we have produced one of the most practical elections guide for the State of New Jersey.

Our right to vote is an important civil right, as well as a civic responsibility. For further information about voting and elections please visit our website at [www.njelections.org](http://www.njelections.org).

I hope you find the Guide informative and helpful.

Ramón de la Cruz  
Director, Division of Elections



## Division of Elections Staff

- **Ramón de la Cruz**, *Director*
- **Carol Gaskill**, *Deputy Director*
- **Gloria Jean Berry**, *Supervisor of Elections*
- **Donna Barber**, *Senior Management Assistant*
- **Coreen Grooms**, *Administrative Assistant*
- **Matt Sibenik**, *Administrative Analyst I (DP)*
- **Liz Valente**, *Graphic Artist Technician*
- **Madeline Rodriguez**, *Clerk Typist*
- **William Senande, Esq.**, *Special Projects Coordinator*
- **Janice Tsai**, *Administrative Analyst*
- **Deryl Nerolich**, *Support Staff*
- **Amelia Rideau**, *Intern, Rutgers School of Law*

### NJ Division of Elections

PO Box 304

Trenton, New Jersey 08625

- Tel: 609-292-3760
- TTY: 1-800-292-0039
- Fax: 609-777-1280

For 24 hour assistance, please call 1-877-NJVOTER

[www.NJElections.org](http://www.NJElections.org)



## Outline of Primary Electoral Responsibilities for the Election Offices in New Jersey

### A. New Jersey Attorney General (through the Division of Elections):

1. Chief Election Official in the State to assure compliance with both the federal National Voter Registration Act (NVRA), and the Help America Vote Act (HAVA) which includes all reporting requirements to the Federal Election Commission and the Election Assistance Commission, respectively.
2. Certifies voting machines for use in all elections.
3. Filing Officer for all federal and state public elective offices.
4. Oversees compliance with polling place accessibility for the elderly and voters with disabilities.
5. Regulatory authority for voter registration, political party declarations, absentee voting, election district requirements and polling place accessibility.
6. Chairs the Board of Canvassers, which certifies federal office elections and state office and public questions elections. The Board consist of four members of the Legislature.

### B. County Superintendent of Elections:

(in ten counties of New Jersey; the complete list appears on page 82).

1. County's Commissioner of Registration.
2. Custodian of the County's voting machines.
3. Police Powers to enforce election laws.

### C. \*County Board of Election (in all 21 counties):

1. Recruits, appoints, trains and supervises district board workers.
2. Certifies the polling places for election days.
3. Canvasses and counts absentee and provisional ballots.

\*In those eleven counties without the Office of County Superintendent of Elections, the County Board of Elections acts as the County Commissioner of Registration and custodian of the voting machines, but does not have police powers.

### D. County Clerk

1. Filing Officer for nomination petitions for county offices.
2. Designs and prints ballot materials (i.e., absentees, emergency, machine strips, provisional and sample ballots).
3. Reviews absentee ballot applications; if approved, sends out ballot materials; if rejected, notifies voter.
4. Clerk of the County Board of Canvassers (which is the four-member County Board of Election), which certifies election results for county, partisan municipal and school elections.

### E. Municipal Clerk

1. Voter registration office for the receipt of voter registration and party declaration forms.
2. Recommends polling places to the county board of election.
3. Assists County Superintendents and Boards of Election in assuring the proper conduct of an election.
4. Publishes the notice for absentee ballot availability in school elections for a school district within a single municipality; and will also publish for any municipal election.
5. For Non-Partisan elections, the municipal clerk is the filing officer for nominating petitions, designs and prints the ballot and certifies the election results.

### F. \*School Board Secretary

1. Filing Officer for nomination petitions for school board candidates.
2. Draws ballot positions for school elections.

\*The School Board sets the hours for a school election and the hourly wage for the district board workers

### G. Fire District Commission

1. Clerk of Fire Districts publishes absentee ballot notices.
2. County Clerk provides absentee ballot applications and ballots.
3. County Commissioner of Registration provides registry list
4. First District Commissioners conduct elections
5. County Board of Election counts absentee ballots.



# **2004 Chronological Election Guide Calendar**



## Chronological Election Guide - Full Calendar

### January 15

#### **Notice to Member Boards of Education of Fees and Method of Funding Expenses** (School Elections - Educational Service Commission, pg. 76)

*(January 15 each year)*

N.J.S.A. 18A:6-62

### January 16 - February 14

#### **Nomination of County Board Members** (State & Federal Elections, pg. 35)

*(30 day period before February 15)*

N.J.S.A. 19:6-18

### February 15

#### **Evening Registration Plan** (State & Federal Elections - Primary Election, pg. 35)

N.J.S.A. 19:31-2

### February 21 - March 21

#### **Notice of School Election to be Published** (School Elections-Type II School Districts, pg. 61)

*(During the 30 days next preceding the day fixed for the closing of the registration books for the election)*

N.J.S.A. 19:12-7

### “On or About” February 26

#### **State Aid Notices to Be Released** (School Elections - Type I, Type II & State-Operated

School Districts, pg. 61, pg. 68, pg. 71)

*(Within 2 days of the Governor’s budget message)*

N.J.S.A. 18A:7F-5

### March 1

#### **Governor Commissions County Election Board Members** (State & Federal Elections, pg. 35)

N.J.S.A. 19:6-18

### March 1

#### **Notice by Chairperson of the State Committee in a Year when a Governor is to be Elected** (State & Federal Elections, pg. 35)

N.J.S.A. 19:23-1

### March 1 - March 15

#### **Organize: County Boards of Election** (State & Federal Elections, pg. 35)

N.J.S.A. 19:6-22 & 19:6-23

### March 1

#### **Publish Notice – Military Service and Civilian Absentee Voters** (School Elections

- Type II School Districts, pg. 61)

*(Prior to the 50th day immediately preceding the School Election)*

N.J.S.A. 19:57-7

### March 1

#### **Nominating Procedures** (School Elections - Type II School Districts, pg. 61)

*(50th day preceding the date of the election, by 4:00 p.m.)*

N.J.S.A. 19:60-7

## Chronological Election Guide - Full Calendar

### March 5

**Objections to Petition** (School Elections - Type II School Districts, pg. 61)

*(46th day prior to election)*

N.J.S.A. 19:60-7

### March 5

**Candidate Complaint** (School Elections - Type II School Districts, pg. 61)

*(46th day prior to election)*

N.J.S.A. 19:60-7

### March 8

**Budget Adoption by Representative Assembly** (School Elections - Educational Service

Commission, pg. 76)

*(March 8th each year)*

N.J.S.A. 18A:6-62

### March 8

**Withdrawal of Candidate** (School Elections - Type II School Districts, pg. 62)

*(Before the 44th day before the election)*

N.J.S.A. 19:60-7

### March 8

**Deadline to Amend Defective Petition** (School Elections - Type II School Districts, pg. 62)

*(Before the 44th day before the date of the election)*

N.J.S.A. 19:60-7

### March 8

**Determination of Objection to Petition** (School Elections - Type II School Districts, pg. 62)

*(On or before the 44th day preceding the election)*

N.J.S.A. 19:60-7

### March 10

**Secretary of Board of Education Drawing for Ballot Positions** (School Elections

- Type II School Districts, pg. 62)

*(7 working days following the last day for filing petitions for the annual school election)*

N.J.S.A. 19:60-8

### March 11

**Adoption and Filing of Budget** (School Elections - Type I, Type II & State-Operated School

Districts, pg. 62, pg. 68, pg. 71)

*(Changed pursuant to S-2834)*

N.J.S.A. 18A:7F-5, N.J.S.A. 18A:7F-6

### March 11

**Submission of Budget** (School Elections - County Vocational & Special Services School

Districts, pg. 73, pg.75)

*(Changed pursuant to S-2834)*

N.J.S.A. 18A:7F-5

### March 11

**Budget Submission to County Superintendent** (School Elections - Educational

Service Commission, pg. 76)

*(within 3 days of adoption of budget)*

N.J.S.A. 18A:6-62

## Chronological Election Guide - Full Calendar

### March 12

**Certification of Drawing** (School Elections - Type II School Districts, pg. 62)

*(2 days after drawing for ballot positions)*

N.J.S.A. 19:60-8

### March 13- April 11

**Notice of Election** (Non-Partisan Municipal Elections, pg. 51)

N.J.S.A. 19:12-7

### March 18

**Nomination Petition Deadline** (Non-Partisan Municipal Elections, pg. 51)

N.J.S.A. 40:45-8, N.J.S.A. 40:45-10, N.J.S.A. 40:45-14

### March 21

**Publish Notice – Absentee Ballot Availability** (Non-Partisan Municipal Elections, pg. 51)

N.J.S.A. 19:57-7

### March 22

**Filing Deadline for Objections to Petitions** (Non-Partisan Municipal Elections, pg. 51)

N.J.S.A. 19:13-10

### March 22

**Last Day to Present Budget to Board of Education** (School Elections -

State-Operated School Districts, pg. 71)

### March 22

**Last Day to Register for School Election** (School Elections - Type II School Districts, pg. 63)

*(29 days preceding the annual school election)*

N.J.S.A. 19:31-5, N.J.S.A. 19:31-6

### March 22

**Notice of Public Hearing** (School Elections - Type I, Type II & State-Operated School Districts, pg. 62, pg. 68, pg. 71)

*(4 days prior to public hearing on school budget)*

N.J.S.A. 18A:22-10, N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12

### March 24

**Deadline to Amend Defective Petition** (Non-Partisan Municipal Elections, pg. 51)

*(No later than 48 days before an election)*

N.J.S.A. 40:45-9

### March 25

**Deadline for Creating, Abolishing, Dividing or Consolidating an Election District** (State & Federal Elections - Primary Election, pg. 35)

*(75 days before Primary Election)*

N.J.S.A. 19:4-15

### March 26

**Budget Approval by County Superintendents** (School Elections - Type I, Type II,

County Vocational, & Special Services School Districts, pg. 63, pg. 68, pg. 73, 75)

*(Changed pursuant to S-2834)*

## Chronological Election Guide - Full Calendar

### March 26

**Budget Approval by Commissioner of Education** (School Elections - State-Operated

School Districts, pg. 71)

*(Changed pursuant to S-2834)*

### March 26

**Preparation of the Budget** (School Elections - Type II School Districts, pg. 63)

*(Changed pursuant to S-2834)*

### March 26

**Delivery of Budget to Board of School Estimates** (School Elections - Type I, County

Vocational, & Special Services School Districts, pg. 68, pg. 73, pg.75)

*(Changed pursuant to S-2834)*

N.J.S.A. 18A:54-28, N.J.S.A. 18A:46-40, N.J.S.A. 18A:22-7

### March 26

**Earliest Date for Public Hearing on Budget** (School Elections - Type I & State-Operated

School Districts, pg. 63, pg. 68, pg. 71)

*(Changed pursuant to S-2834)*

N.J.S.A. 18A:7A-51, N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12, N.J.S.A. 18A:22-13

### March 26

**Notice of Ballot Draw** (Non-Partisan Municipal Elections, pg. 51)

N.J.S.A. 40:45-12

### March 26

**Notice of Public Hearing** (School Elections - Type I, Type II & State-Operated School Districts,

pg. 63; pg. 69; pg.72)

*(4 days prior to last public hearing)*

N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12

### March 26

**Approval of Budget** (School Elections - Type I School Districts, pg. 68)

*(Changed pursuant to S-2834)*

### March 26

**Last Day to Present Budget to Board of Education** (School Elections - State-

Operated School Districts, pg. 71)

*(Changed pursuant to S-2834)*

N.J.S.A. 18A:7A-50

### March 26

**First Day for Determination of Appropriation, Certification of Amount**

(School Elections - County Vocational & Special Services School Districts, pg. 73; pg. 75)

*(Changed pursuant to S-2834)*

N.J.S.A. 18A:54-29

### March 29

**Ballot Draw** (Non-Partisan Municipal Elections, pg. 51)

N.J.S.A. 40:45-12

## Chronological Election Guide - Full Calendar

### March 30

#### **Last Day for Public Hearing** (School Elections - Type I, Type II & State-Operated School

Districts, pg. 63, pg. 69, pg. 72)

*(Changed pursuant to S-2834)*

N.J.S.A. 18A:7A-51, N.J.S.A. 18A:22-10

### March 30 - April 8

#### **Publication of Candidates' Names** (Non-Partisan Municipal Elections, pg. 52)

*(within 10 days after filing deadline)*

N.J.S.A. 40:45-13

### March 31

#### **Unit of Representation - Election Districts** (State & Federal Elections, pg. 36)

N.J.S.A. 19:5-3

### April 1

#### **Mailing of Absentee Ballots** (Non-Partisan Municipal Elections, pg. 52)

*(as soon as practicable after this date)*

N.J.S.A. 19:57-11

### April 1

#### **Appointment of District Boards** (State & Federal Elections, pg. 36)

*(on or before April 1st)*

N.J.S.A. 19:6-3

### April 1

#### **Notice to Clerk by County Chairs** (State & Federal Elections, pg. 36)

*(on or before April 1st)*

N.J.S.A. 19:23-1

### April 1

#### **Certified List of Suggested Polling Places** (State & Federal Elections, pg. 36)

*(on or before April 1st)*

N.J.S.A. 19:8-2

### April 2

#### **Deadline to Adopt Budget** (School Elections - Type II School Districts, pg. 63)

*(No later than 18 days prior to the election)*

N.J.S.A. 18A:22-32

### April 3

#### **Deadline to Submit Public Question Statement to the County Clerk**

(School Elections - Type II School Districts, pg. 64)

*(17th day preceding the annual school election, before 10:00 a.m.)*

N.J.S.A. 19:60-4

### April 3

#### **Official Ballot for Printer** (School Elections - Type II School Districts, pg. 64)

*(17th day preceding the annual school election)*

N.J.S.A. 19:60-9

## Chronological Election Guide - Full Calendar

### April 4 - April 18

**Notice of Requirements to Vote in Primary Election; Publication** (State & Federal Elections - Primary Election, pg. 36)

*(once during each of the 2 calendar weeks next preceding the week in which the 50th day next preceding the primary election)*

N.J.S.A. 19:23-45.1

### April 6

**Filing of Appointments or Applications for Challengers** (School Elections - Type II School Districts, pg. 64)

*(2nd Tuesday preceding election)*

N.J.S.A. 19:7-3

### April 6

**Challenger Appointments Permits Issued** (School Elections - Type II School Districts, pg. 64)

*(At any time up to and including the day of the election)*

N.J.S.A. 19:7-4

### April 8

**Deadline for Board of School Estimate to Adopt and Certify Budget** (School Elections - Type I School Districts, pg. 69)

*(April 8th each year)*

N.J.S.A. 18A:22-14

### April 8

**Board of School Estimate – Determination of Budget** (School Elections - Type II School Districts, pg. 64)

*(April 8th each year)*

N.J.S.A. 18A:22-26

### April 8

**Budget, Determination of Amounts to be Appropriated** (School Elections - State-Operated School Districts, pg. 72)

*(April 8th each year)*

N.J.S.A. 18A:7A-52

### April 8

**Delivery of Budget Statement Certification to Commissioner of Education**

(School Elections - State-Operated School Districts, pg. 72)

*(April 8th each year)*

### April 8

**Delivery of Budget Statement Certification to County Superintendent of Schools** (School Elections - Type I School Districts, pg. 69)

*(April 8th each year)*

### April 8

**Last Day for Determination of Appropriation, Certification of Amount**

(School Elections - County Vocational & Special Services School Districts, pg. 73, pg. 75)

*(April 8th each year)*

N.J.S.A. 18A:54-29, N.J.S.A. 18A:46-41, N.J.S.A. 18A:22-26

## Chronological Election Guide - Full Calendar

### April 8

#### **Application for Restoration; Automatic Review – Comments by Board of Education**

(School Elections - Type I & County Vocational School Districts, pg. 69, pg. 74)

*(10 Days after action by Board of School Estimates)*

N.J.A.C. 6A:23-8.10(i)(3), N.J.A.C. 6A:23-8.10(c)

### April 8

#### **Application for Restoration – Comments by Board of School Estimate**

(School Elections - Type I & County Vocational School Districts, pg. 69, pg. 74)

*(10 Days after receipt of District Board of Education Application)*

### April 9

#### **Notice to County Clerks and County Boards of Election; Available Offices and Public Questions**

(State & Federal Elections - Primary Election, pg. 36)

*(60 days before Primary Election)*

N.J.S.A. 19:12-1

### April 10 - April 17

#### **Publication of Notice of Election**

(School Elections - Type II School Districts, pg. 64)

*(Calendar week before the week of the election)*

N.J.S.A. 19:12-7

### April 10 - May 9

#### **Notice of Primary Election**

(State & Federal Elections - Primary Election, pg. 36)

*(30 days before the close of registration for the Primary Election)*

N.J.S.A. 19:12-7

### April 12

#### **Budget Statement to County Superintendent**

(School Elections-Type II School Districts, pg. 64)

*(8th day prior to election day)*

### April 12

#### **Voter Registration Deadline**

(Non-Partisan Municipal Elections, pg. 52)

*(29 days before election)*

N.J.S.A. 19:31-6

### April 12

#### **Petition Filing and Acceptance Deadline**

(State & Federal Elections - Primary Election, pg. 37)

*(Before 4:00 p.m. of the 57th day before Primary Election)*

N.J.S.A. 19:23-14

### April 13

#### **Absentee Ballot Applications by Mail**

(School Elections - Type II School Districts, pg. 65)

*(Not less than 7 days prior to election)*

N.J.S.A. 19:57-4, N.J.S.A. 19:57-6

### April 14

#### **Mailing Sample Ballots**

(School Elections - Type II School Districts, pg. 65)

*(by 12 noon on the Wednesday before the Election)*

N.J.S.A. 19:60-10

## Chronological Election Guide - Full Calendar

### April 15

#### **Board of School Estimate - Certification and Raising of Appropriations for Budget**

(School Elections - Type II School Districts, pg. 65)

*(April 15th each year)*

N.J.S.A. 18A:22-26

### April 15

#### **Amendment of Defective Petition for Primary Election Candidates**

(State & Federal Elections - Primary Election, pg. 37)

*(3 days after filing deadline)*

N.J.S.A. 19:23-20

### April 16

#### **Objections to Nomination Petitions for Primary Election Candidates**

(State & Federal Elections - Primary Election, pg. 37)

*(Within 4 days of filing deadline)*

N.J.S.A. 19:13-10

### April 18

#### **Publish Notice - Military Service and Civilian Absentee Voters**

(State & Federal Elections - Primary Election, pg. 37)

*(Prior to the 50th day before Primary Election)*

N.J.S.A. 19:57-7

### April 19

#### **Notice from County Clerk of Offices to be Filled**

(State & Federal Elections - Primary Election, pg. 37)

*(No later than 50 days before Primary Election)*

N.J.S.A. 19:12-5

### April 19

#### **Change of Party Affiliation Declaration Forms to be Filed**

(State & Federal Elections - Primary Election, pg. 37)

*(50 days before Primary Election)*

N.J.S.A. 19:23-45

### April 19

#### **Notice of Officers to be Elected at General Election**

(State & Federal Elections - Primary Election, pg. 38)

*(50 days before Primary Election)*

N.J.S.A. 19:12-3

### April 19

#### **Absentee Ballot Applications in Person**

(School Elections-Type II School Districts, pg. 65)

*(On any day up to 3:00 p.m. of the day before the election)*

N.J.S.A. 19:57-4

### April 20

#### **School Election Date**

(School Elections - Type II School Districts, pg. 65)

*(3rd Tuesday in April)*

N.J.S.A. 19:60-1

## Chronological Election Guide - Full Calendar

**April 21**

**County Clerk to Transmit Candidate Names to Election Law**

**Enforcement Commission** (State & Federal Elections - Primary Election, pg. 38)

*(48 days before Primary Election)*

N.J.S.A. 19:23-14

**April 21**

**Filing Certificate to Fill Vacancy of a Party Candidate**

(State & Federal Elections - Primary Election, pg. 38)

*(48 days before Primary Election)*

N.J.S.A. 19:23-12

**April 22**

**County Clerk Certifies Candidate Names to Municipal Clerks and to Election Law Enforcement Commission** (State & Federal Elections - Primary Election, pg. 38)

*(47 days before Primary Election)*

N.J.S.A. 19:23-22

**April 22**

**Determination of Petition Challenge for Primary Election Candidates**

(State & Federal Elections - Primary Election, pg. 38)

*(40 days after the last day for filing nomination petitions)*

N.J.S.A. 19:13-11

**April 22**

**County Clerk Drawing for Ballot Positions** (State & Federal Elections - Primary Election, pg. 38)

*(47 days before Primary Election)*

N.J.S.A. 19:23-24

**April 26**

**Recourse to Court by Candidate for Protection of Rights** (State & Federal Elections -

Primary Election, pg. 39)

*(12 days after Petition filing deadline)*

N.J.S.A. 19:13-12

**April 26 - May 7**

**First Regular Meeting of School Board** (School Elections - Type II School Districts, pg. 65)

*(Any day of the first or second week following the annual school election)*

N.J.S.A. 18A:10-3

**April 27**

**Deadline for Filing of Challenger Credentials** (Non-Partisan Municipal Elections, pg. 52)

*(Second Tuesday preceding election)*

N.J.S.A. 19:7-3

**April 27**

**Filing of Appointments or Applications for Challengers**

(Non-Partisan Municipal Elections, pg. 52)

*(2nd Tuesday preceding election)*

N.J.S.A. 19:7-3

## Chronological Election Guide - Full Calendar

### April 29

**Mailing of Absentee Ballots** (State & Federal Elections - Primary Election, pg. 39)

N.J.S.A. 19:57-11

### April 30

**Non-tenured Teaching Staff, Observation and Evaluation**

(School Elections - Type I & Type II School Districts, pg. 66, pg. 70)

*(April 30th each year)*

N.J.S.A. 18A:27-3.1

### April 30

**Deadline for Filing of Vacancy By Committee for Bracketed Candidates**

(Non-Partisan Municipal Elections, pg. 52)

*(no less than 10 days before election)*

N.J.S.A. 40:45-10.1

### April 30

**Certification of School Election Results** (School Elections - Type II School Districts, pg. 66)

N.J.S.A. 19:19-1, N.J.S.A. 19:19-4, N.J.S.A. 19:19-6

### May 3

**Board of Education Certification of Results** (School Elections - Type II School Districts,

pg. 66)

*(Within 2 days following Certification of Election Results)*

N.J.S.A. 18A:22-33

### May 3

**Defeated Budget** (School Elections - Type II School Districts, pg. 66)

*(2 days after certification of election results)*

N.J.S.A. 18A:22-37, N.J.S.A. 18A:13-19

### May 3

**Board of Education Certification of Results**

(School Elections - Type II School Districts, pg. 66)

*(Within 2 days after Certification of Election Results)*

N.J.S.A. 18A:22-33

### May 3

**Defeated Budget** (School Elections - Type II School Districts, pg. 66)

*(2 days after Certification of Election Results)*

N.J.S.A. 18A:22-37, N.J.S.A. 18A:13-19

### May 4

**Absentee Ballot Applications by Mail** (Non-Partisan Municipal Elections, pg. 52)

*(Not less than 7 days prior to election)*

N.J.S.A. 19:57-4, N.J.S.A. 19:57-6

### May 5

**Deadline for Mailing Sample Ballot** (Non-Partisan Municipal Elections, pg. 52)

*(12 noon on the Wednesday preceding the election)*

N.J.S.A. 19:14-25

## Chronological Election Guide - Full Calendar

### May 10

#### Deadline for Civilian Absentee Ballot Application in Person

(Non-Partisan Municipal Elections, pg. 53)

*(On any day up to 3:00 p.m. of the day before the election)*

N.J.S.A. 19:57-4

### May 10

#### Delivery of Ballot and Polling Place Supplies (Non-Partisan Municipal Elections, pg. 53)

*(On the day preceding the election)*

N.J.S.A. 19:14-35

### May 10

#### Evening Registration (State & Federal Elections - Primary Election, pg. 39)

*(29 days before Primary Election)*

N.J.S.A. 19:31-2

### May 10

#### Last Day to Register to Vote for Upcoming Primary Election

(State & Federal Elections - Primary Election, pg. 39)

*(29 days before Primary Election)*

N.J.S.A. 19:31-6

### May 11

#### Election Day (Non-Partisan Municipal Elections, pg. 53)

N.J.S.A. 40:45-7, N.J.S.A. 40:45-16, N.J.S.A. 19:17-3

### May 12

#### Canvass by Municipal Clerk (Non-Partisan Municipal Elections, pg. 53)

N.J.S.A. 40:45-16

### May 14

#### Polling Places Certified (State & Federal Elections, pg. 39)

*(no later than May 14th)*

N.J.S.A. 19:8-4

### May 15

#### Inaccessible Polling Places Certified - Report to Attorney General

(State & Federal Elections, pg. 39)

*(On or before May 15th)*

N.J.S.A. 19:8-3.4

### May 15

#### Non-tenured Teaching Staff; Offer of Employment or Notice of Termination

(School Elections - Type I & Type II School Districts, pg. 66, pg. 70)

*(May 15th each year)*

N.J.S.A. 18A:27-10

### May 16

#### First Regular Meeting of School Board (School Elections - Type I School Districts, pg. 70)

*(May 16th each year)*

N.J.S.A. 18A:10-3

## Chronological Election Guide - Full Calendar

### May 18 - May 29

**Instruction of Election Officers** (State & Federal Elections - Primary Election, pg. 39)

*(Not less than 10, nor more than 21 days before the Primary Election)*

N.J.S.A. 19:50-1

### May 19

**Determination by Municipal Governing Body Where Items Rejected at Election** (School Elections - Type II School Districts, pg. 66)

*(May 19th each year)*

N.J.S.A. 18A:22-37, N.J.S.A. 18A:13-19

### May 19

**Application for Restoration – Comments by Governing Body(ies)**

(School Elections - Type II School Districts, pg. 67)

*(10 Days after action by Board of Education's Application)*

### May 19

**Application for Restoration; Automatic Review – Comments by Board of Education** (School Elections - Type II School Districts, pg. 66)

*(10 Days after action by Governing Body)*

N.J.A.C. 6A:23-8.10(f)3, N.J.A.C. 6A:23-8.10(e)2

### May 25

**Organization Meeting of District Boards of Election**

(State & Federal Elections - Primary Election, pg. 39)

*(Second Tuesday before Primary Election)*

N.J.S.A. 19:6-10

### May 25

**Filing of Appointments or Applications for Challengers**

(State & Federal Elections - Primary Election, pg. 40)

*(Second Tuesday before Primary Election)*

N.J.S.A. 19:7-3

### May 30 - June 5

**Notice of Primary Election Published** (State & Federal Elections - Primary Election, pg. 40)

*(Once during the calendar week before the week in which the Primary Election is held)*

N.J.S.A. 19:12-7

### June 1

**Absentee Ballot Applications by Mail** (State & Federal Elections - Primary Election, pg. 40)

*(Not less than 7 days prior to election)*

N.J.S.A. 19:57-4, N.J.S.A. 19:57-6

### June 1

**County Boards Advertise Challenge and Complaint Procedures at Polling Places** (State & Federal Elections - Primary Election, pg. 40)

*(7 days before Primary Election)*

N.J.S.A. 19:12-9

### June 2

**Sample Ballots, Prepared and Mailed** (State & Federal Elections - Primary Election, pg. 40)

*(Wednesday before Primary Election)*

N.J.S.A. 19:23-34

# Chronological Election Guide - Full Calendar

## June 4

### Deadline for Application for Faxed Federal Ballot

(State & Federal Elections - Primary Election, pg. 40)

*(On or before the 4th day before the Primary Election)*

N.J.S.A. 19:59-4

## June 7

### County Boards Advertise Challenge and Complaint Procedures (State & Federal

Elections - Primary Election, pg. 41)

*(Day before Primary Election)*

N.J.S.A. 19:12-9

## June 7

### Deadline for Civilian Absentee Ballot Application in Person (State & Federal

Elections - Primary Election, pg. 40)

*(On any day up to 3:00 p.m. on the day before election)*

N.J.S.A. 19:57-4

## June 8

### Primary Election Day (State & Federal Elections - Primary Election, pg. 41)

*(Tuesday after first Monday in June)*

N.J.S.A. 19:2-1, N.J.S.A. 19:23-40

## June 8

### Petition Filing Deadline for Independent Candidates for General Election

(State & Federal Elections - General Election, pg. 41)

*(Before 4:00 p.m. of the day of the holding of the Primary Election)*

N.J.S.A. 19:13-9

## June 8

### Deadline for Submission of Absentee Ballot to County Boards of Election

(State & Federal Elections - Primary Election, pg. 41)

*(No later than 8:00 p.m. on the day of the election)*

N.J.S.A. 19:57-23

## June 8 - June 23

### Locking Counter Compartment of Voting Machines Used in Primary Election

(State & Federal Elections - Primary Election, pg. 41)

*(15 days following election)*

N.J.S.A. 19:52-6

## June 14

### Objections to Nomination Petitions for General Election Candidates (State &

Federal Elections - General Election, pg. 41)

*(No later than 4 days after filing deadline)*

N.J.S.A. 19:13-10

## June 15

### Write-in Nominations, Acceptance (State & Federal Elections - Primary Election, pg. 41)

*(7 days after Primary Election)*

N.J.S.A. 19:23-16

## Chronological Election Guide - Full Calendar

### June 15

**Duplicate Nominations for Same Office** (State & Federal Elections - Primary Election, pg. 42)  
(7 days after Primary Election)

N.J.S.A. 19:14-9

### June 16

**Municipal Clerk to Certify to County Clerk and County Board Names of County Committee Persons** (State & Federal Elections - Primary Election, pg. 42)  
(Within 8 days after Primary Election)

N.J.S.A. 19:23-54

### June 18

**Deadline for Filing of Election Contest Petition** (State & Federal Elections - Primary Election, pg. 42)  
(Up to 10 days after Primary Election)

N.J.S.A. 19:29-3

### June 18

**Canvass of Votes by County Clerks** (State & Federal Elections - Primary Election, pg. 42)  
(10 days after Primary Election)

N.J.S.A. 19:23-55

### June 18

**Amendment of Defective Petition for Independent General Election Candidates** (State & Federal Elections - General Election, pg. 42)  
(On or before 10th day after petition filing deadline)

N.J.S.A. 19:13-13

### June 18

**Determination of Petition Challenge to Independent General Election Candidates** (State & Federal Elections - General Election, pg. 42)  
(On or before 10th day after filing deadline)

N.J.S.A. 19:13-11

### June 19

**Recount Applications to Judge of Superior Court** (State & Federal Elections - Primary Election, pg. 43)  
(Second Saturday after Primary Election)

N.J.S.A. 19:28-1

### June 23

**Application for Recheck of Voting Machines** (State & Federal Elections - Primary Election, pg. 43)  
(Within 15 days after Primary Election)

N.J.S.A. 19:52-6

### July 1

**Evening Registration Plan** (State & Federal Elections - General Election, pg. 43)

N.J.S.A. 19:31-2

### July 1

**Commencement of Term** (Non-Partisan Municipal Election, pg. 53)

N.J.S.A. 40:45-17

## Chronological Election Guide - Full Calendar

### July 26

#### Petition Filing Deadline for Electors of President and Vice President

(State & Federal Elections - General Election, pg. 43)

*(Before 4:00 p.m. of the 99th day preceding the general election)*

N.J.S.A. 19:13-9

### August 2

#### Proposed Amendments to the NJ Constitution - Public Questions - Publication

(State & Federal Elections - General Election, pg. 43)

*(Not less than 3 months prior to submission to the people)*

NJ Constitution, Article IX, Par. 3

### August 9

#### Attorney General, Statement to County Clerks of Nominations, Vacancies

(State & Federal Elections - General Election, pg. 43)

*(No later than 86 days before General Election)*

N.J.S.A. 19:13-22

### August 9

#### County Clerk Drawing for Ballot Positions (State & Federal Elections - General Election, pg. 43)

*(85 days before General Election at 3:00 p.m.)*

N.J.S.A. 19:14-12

### August 20

#### Public Questions Submitted by County and Municipal Governments to County Clerk (State & Federal Elections - General Election, pg. 44)

*(74 days before the General Election)*

N.J.S.A. 19:37-1

### August 24

#### Public Questions - other than Proposed Amendments to the NJ Constitution- Final Action By Governor or Legislature (State & Federal Elections - General Election, pg. 44)

*(Not less than 70 days following final action of the Governor or the Legislature)*

NJ Constitution, Article II, Sec. 1, P. 2

### September 2 - October 3

#### Notice of Election (State & Federal Elections - General Election, pg. 44)

*(30 days before the closing of registration books for the General Election)*

N.J.S.A. 19:12-7

### September 3

#### Deadline for Independent Candidate to Decline Nomination (State & Federal Elections - General Election, pg. 44)

*(60 days before General Election)*

N.J.S.A. 19:13-16

### September 3

#### Deadline for Submission of Public Question proposed by the Electorate and Adopted by Local or County Government to be Filed with County Clerk

(State & Federal Elections - General Election, pg. 44)

*(60 days before General Election)*

N.J.S.A. 19:37-1.1

## Chronological Election Guide - Full Calendar

### September 9

**Deadline for Filling of Vacancy for Independent Candidate** (State & Federal Elections - General Election, pg. 44)

*(Not later than 54 days before the General Election)*

N.J.S.A. 19:13-19

### September 13

**Last Day Vacancy Can Occur for Primary Election Nominees** (State & Federal Elections - General Election, pg. 44)

*(51 days before General Election)*

N.J.S.A. 19:13-20

### September 13

**Publish Notice - Military Service Absentee and Civilian Absentee Voters**

(State & Federal Elections - General Election, pg. 45)

*(50 days before General Election)*

N.J.S.A. 19:57-7

### September 15

**Deadline for Filling Primary Nominee Vacancy** (State & Federal Elections - General Election, pg. 45)

*(48 days before General Election)*

N.J.S.A. 19:13-20

### September 20

**Official Ballot Ready for Printer** (State & Federal Elections - General Election, pg. 45)

*(43 days before General Election)*

N.J.S.A. 19:14-1

### September 23

**Mailing of Absentee Ballots by County Clerks** (State & Federal Elections - General Election, pg. 45)

*(As soon as practicable after this date)*

N.J.S.A. 19:57-11

### October 4

**Evening Registration** (State & Federal Elections - General Election, pg. 45)

*(29 days before the General Election)*

N.J.S.A. 19:31-2

### October 4

**Last Day to Register to Vote for the Upcoming General Election** (State & Federal Elections - General Election, pg. 45)

*(29 days before the General Election)*

N.J.S.A. 19:31-6

### October 12 - October 23

**Instruction of Election Officers** (State & Federal Elections - General Election, pg. 45)

*(Not less than 10 nor more than 21 days before the General Election)*

N.J.S.A. 19:50-1

## Chronological Election Guide - Full Calendar

### October 18

#### **Voter Registry Lists - Certification and Transmission** (State & Federal Elections -

General Election, pg. 46)

*(15 days prior to the General Election)*

N.J.S.A. 19:31-18

### October 19

#### **Filing of Appointments or Applications for Challengers** (State & Federal Elections -

General Election, pg. 46)

*(Second Tuesday before General Election)*

N.J.S.A. 19:7-3

### October 22

#### **Registered Voters, Certified Count** (State & Federal Elections - General Election, pg. 46)

*(At least 10 days before General Election)*

N.J.S.A. 19:31-14.5

### October 24 - 30

#### **Notice of General Election** (State & Federal Elections - General Election, pg. 46)

*(Once during the calendar week before the week in which the General Election is held)*

N.J.S.A. 19:12-7

### October 26

#### **County Boards Advertise Challenge and Complaint Procedures**

**at Polling Places** (State & Federal Elections - General Election, pg. 46)

*(7th day preceding general Election)*

N.J.S.A. 19:12-9

### October 26

#### **Absentee Ballot Applications by Mail** (State & Federal Elections - General Election, pg. 46)

*(Not less than 7 days prior to election)*

N.J.S.A. 19:57-4, N.J.S.A. 19:57-6

### October 27

#### **Sample Ballots, Prepared and Mailed** (State & Federal Elections - General Election, pg. 46)

*(By 12 noon on the Wednesday before General Election)*

N.J.S.A. 19:14-25

### October 29

#### **Deadline for Application for Faxed Overseas Federal Ballot** (State & Federal

Elections - General Election, pg. 47)

*(On or before the 4th day preceding the election)*

N.J.S.A. 19:59-4

### November 1

#### **Deadline for Civilian Absentee Ballot Application In Person** (State & Federal

Elections - General Election, pg. 47)

*(On any day up to 3:00 p.m. of the day before the election)*

N.J.S.A. 19:57-4

### November 1

#### **County Board Advertises Challenge and Complaint Procedures at**

**Polling Places** (State & Federal Elections - General Election, pg. 47)

*(Day before General Election)*

N.J.S.A. 19:12-9

## Chronological Election Guide - Full Calendar

### November 2

**General Election Day** (State & Federal Elections - General Election, pg. 47)

*(Tuesday next after first Monday in November)*

N.J.S.A. 19:2-3, N.J.S.A. 19:15-2

### November 2

**Certified Statements of Election Results** (State & Federal Elections - General Election, pg. 47)

N.J.S.A. 19:17-3

### November 2

**Deadline for Submission of Absentee Ballot to County Boards of Election**

(State & Federal Elections - General Election, pg. 47)

*(By 8:00 p.m. on the day of election)*

N.J.S.A. 19:57-23

### November 2 - 17

**Impoundment Period for Voting Machines Used in the General Election**

(State & Federal Elections - General Election, pg. 47)

*(15 days following election)*

N.J.S.A. 19:52-6

### November 8

**County Board of Canvassers** (State & Federal Elections - General Election, pg. 48)

*(Monday next after election day)*

N.J.S.A. 19:19-1, N.J.S.A. 19:19-4, N.J.S.A. 19:19-6

### November 13

**Recount Applications to Judge of Superior Court** (State & Federal Elections -

General Election, pg. 48)

*(On or before second Saturday after General Election)*

N.J.S.A. 19:28-1

### November 17

**Application for Recheck of Voting Machines** (State & Federal Elections -

General Election, pg. 48)

*(Within 15 days after General Election)*

N.J.S.A. 19:52-6

### November 30

**Board of State Canvassers** (State & Federal Elections - General Election, pg. 48)

*(On or before the 28th day after General Election)*

N.J.S.A. 19:21-1

### December 2

**Deadline to File Election Contest Petition** (State & Federal Elections - General Election, pg. 48)

*(On or before the 30th day after General Election)*

N.J.S.A. 19:29-3

# State & Federal Elections Calendar

Deadlines & Citations



# State and Federal Elections Calendar

## Deadlines and Citations

### January 16 - February 14

#### Nomination of County Board Members

*(30 day period before February 15)*

During this time each year, the county chairs and vice chairs of each political party\* county committee, and the state committeeman and committeewoman of each of such two (2) political parties shall meet and jointly nominate one (1) person for member of the county board.

N.J.S.A. 19:6-18

\*Under current law, the Democratic and Republican parties are the only “recognized political parties in New Jersey.”

### February 15

#### Evening Registration Plan

On or before this date, the commissioner of registration in each county shall submit to the Attorney General a plan providing for evening registration for the primary election.\*\*

N.J.S.A. 19:31-2

\*\*In counties where there is a superintendent of elections, that office serves as the commissioner of registration; in all other counties it's the county board of elections.

### March 1

#### Governor Commissions County Election Board Members

On or before this date, the Governor shall issue commissions to the two county board of election members nominated by the two political parties in each county.

N.J.S.A. 19:6-18

### March 1

#### Notice by Chairperson of the State Committee in a Year when a Governor is to be Elected

Chairperson of the state committee of a political party shall, on or before this date, notify in writing the chairperson of each county committee of the number of male or female members (of the state committee) or members with less than one full vote, to be elected from the county at the ensuing primary election.

N.J.S.A. 19:23-1

### March 1 - 15

#### Organize: County Boards of Election

At ten o'clock a.m. on the second Tuesday of March (March 9th) or on such day as they may agree upon within the first fifteen days of March, the county board shall meet at the courthouse or other place and organize. Before entering upon the performance of their duties they shall take and subscribe an oath or affirmation before the county clerk.

N.J.S.A. 19:6-22, N.J.S.A. 19:6-23

### March 25

#### Deadline for Creating, Abolishing, Dividing or Consolidating an Election District

*(75 days before Primary Election)*

No county board shall create, abolish, divide or consolidate an election district in the period commencing 75 days before the primary election through the day of the general election.

N.J.S.A. 19:4-15

# State and Federal Elections Calendar

## Deadlines and Citations

### March 31

#### Unit of Representation - Election Districts

*(on or before April 1st)*

Before April 1st, the chairperson of the county committee of the two political parties shall certify to each municipal clerk the unit of representation in such municipality together with the enumeration of election districts within such unit.

N.J.S.A. 19:5-3

### April 1

#### Appointment of District Boards

On or before this date, the county board of election shall appoint the members of the district boards.

N.J.S.A. 19:6-3

### April 1

#### Notice to Clerk by County Chairs

On or before April 1, the chair of each county committee of the two political parties shall file with the county clerk the number of male or female members (of the state committee) or members with less than one full vote, to be elected from the county at the ensuing primary election.

N.J.S.A. 19:23-1

### April 1

#### Certified List of Polling Places

On or before this date, municipal clerks shall certify to the county boards suggested lists of polling places.

N.J.S.A. 19:8-2

### April 4 - April 18

#### Notice of Requirements to Vote in Primary Election; Publication

County commissioners of registration to publish notice of requirements to vote in primary. Notice to be published once during each of the 2 calendar weeks next preceding the week in which the 50th day next preceding the primary election.

N.J.S.A. 19:23-45.1

### April 9

#### Notice to County Clerks and County Boards of Election; Available Offices and Public Questions

*(60 days before Primary Election)*

In every year wherein electors of President and Vice-President of the United States, U.S. Senator(s), member(s) of the House of Representatives, a Governor, Senator(s) or member(s) of the General Assembly for any county, or any of them are to be elected, or any public question to be submitted to the voters of the entire state, the Attorney General shall deliver to the clerk of every county and the county boards wherein such election is to be held, a notice stating that certain officers are to be elected and public question is to be submitted to the voters at the ensuing general election.

N.J.S.A. 19:12-1

### April 10 - May 9

#### Notice of Primary Election

*(30 days before the close of registration for the Primary Election)*

Each county board shall cause a general notice to be published providing information on the upcoming Primary Election.\*

N.J.S.A. 19:12-7

*\*Under current law the primary election is held only for the Democratic and Republican parties.*

## State and Federal Elections Calendar

### Deadlines and Citations

#### April 12

##### **Petition Filing and Acceptance Deadline**

*(Before 4:00 p.m. of the 57th day before Primary Election)*

Petitions addressed to the Attorney General, the county clerks or municipal clerk, to nominate candidates for the primary election shall be filed with such offices respectively.

N.J.S.A. 19:23-14

#### April 15

##### **Amendment of Defective Petition for Primary Election Candidates**

*(3 days after filing deadline)*

Last day to amend petitions of nomination in matters of substance or of form but not to add signatures.

N.J.S.A. 19:23:20

#### April 16

##### **Objections to Nomination Petitions for Primary Election Candidates**

*(Within 4 days of filing deadline)*

Any objections to nomination petitions must be duly made in writing and filed with the officer with whom the original petition was filed no later than the fourth day after the last day for the filing of petitions.

N.J.S.A. 19:13-10

#### April 18

##### **Publish Notice - Military Service and Civilian Absentee Voters**

*(Prior to the 50th day before Primary Election)*

No later than this date, the county clerk shall publish separate notices to civilian absentee voters and military service voters who may desire to apply for a military service ballot or for a civilian absentee ballot for the Primary Elections.

N.J.S.A. 19:57-7

#### April 19

##### **Notice from County Clerk of Offices to be Filled**

*(No later than 50 days before Primary Election)*

Every county clerk shall deliver to each municipal clerk and the county board in counties of the first class, a notice of officers whose terms will expire and who will be chosen at the ensuing general election.

N.J.S.A. 19:12-5

#### April 19

##### **Change of Party Affiliation Declaration Forms to be Filed**

*(50 days before Primary Election)*

On or before this date, a voter desiring to change his or her party affiliation must file a political party affiliation declaration form with the municipal clerk or county commissioner of registration in order to vote in the primary election.

N.J.S.A. 19:23-45

## State and Federal Elections Calendar

### Deadlines and Citations

#### April 19

##### **Notice of Officers to be Elected at General Election**

*(50 days before Primary Election)*

County clerks shall provide to each municipal clerk a copy of the notice received from the Attorney General of the officer(s) to be elected at the ensuing general election.

N.J.S.A. 19:12-3

#### April 21

##### **County Clerk to Transmit Candidate Names to Election Law Enforcement Commission**

*(48 days before Primary Election)*

The county clerk shall transmit the names, addresses, party affiliations together with the slogans and designations of all candidates received from the municipal clerks to the Election Law Enforcement Commission in the form and manner prescribed by the Commission and shall notify the Commission immediately upon the withdrawal of a petition of nomination.

N.J.S.A. 19:23-14

#### April 21

##### **Filing Certificate to Fill Vacancy of a Party Candidate**

*(48 days before Primary Election)*

No later than this date, three signers on a petition for public office constituting a committee on vacancies may file a certificate to fill a vacancy with the Attorney General and County Clerk. The name of the candidate shall be immediately certified to the proper municipal clerks.

N.J.S.A. 19:23-12

#### April 22

##### **County Clerk Certifies Candidate Names to Municipal Clerks and to Election Law Enforcement Commission**

*(47 days before Primary Election)*

County clerk to certify all persons certified by the Attorney general, and the names of all persons endorsed in the petitions filed in his/her office, to the clerk of each municipality concerned in his/her county. County clerk shall in addition, forward this information regarding persons, other than candidates for federal office, to the Election law Enforcement Commission.

N.J.S.A. 19:23-22

#### April 22

##### **Determination of Petition Challenge for Primary Election Candidates**

*(10 days after the last day for filing nomination petitions)*

Validity of objection to petitions of nomination to be determined on or before this date.

N.J.S.A. 19:13-11

*If such determination is made after initial certification of candidates by Attorney General, an amended certification will be issued*

#### April 22

##### **County & Municipal Clerk Drawing for Ballot Positions**

*(47 days before Primary Election)*

Federal, state and county officers' names to be drawn for primary election ballot position by the county clerk at his or her office at 3:00 p.m. Municipal Clerk to draw names for Local Partisan Municipal Elections at 3:00 p.m. at his or her office.

N.J.S.A. 19:23-24

## State and Federal Elections Calendar

### Deadlines and Citations

#### April 26

##### Recourse to Court by Candidate for Protection of Rights

*(12 days after Petition filing deadline)*

Last day for candidate to appeal to the Superior Court to protect his or her rights under petition of nomination.

N.J.S.A. 19:13-12

#### April 29

##### Mailing of Absentee Ballots

As soon as practicable after the 40th day preceding the primary election, the county clerk shall forward a civilian absentee ballot or military service absentee ballot to each approved applicant.

N.J.S.A. 19:57-11

#### May 10

##### Evening Registration

*(29 days before Primary Election)*

Evening registration shall be made available in the office of each commissioner of registration between the hours of 4 p.m. and 9 p.m.

N.J.S.A. 19:31-2

#### May 10

##### Last Day to Register to Vote for Upcoming Primary Election

*(29 days before Primary Election)*

Last day to register for upcoming primary election.

N.J.S.A. 19:31-6

#### May 14

##### Polling Places Certified

Before May 15th the county board shall certify a list of polling places to the sheriff, county clerk, superintendent of elections and municipal clerks.

N.J.S.A. 19:8-4

#### May 15

##### Inaccessible Polling Places Certified - Report to Attorney General

Before this date the county board shall report to the Attorney General a list of polling places in the county, specifying any found inaccessible.

N.J.S.A. 19:8-3.4

#### May 18 - May 29

##### Instruction of Election Officers

*(Not less than 10, nor more than 21 days before the Primary Election)*

During this time period, the county boards of election shall cause new members of the district boards who are to serve in the election districts to be instructed in the conduct of elections.

N.J.S.A. 19:50-1

#### May 25

##### Organization Meeting of District Boards of Election

*(Second Tuesday before Primary Election)*

Members of the district board to meet and organize on or before this date for the primary election.

N.J.S.A. 19:6-10

# State and Federal Elections Calendar

## Deadlines and Citations

### May 25

#### Filing of Appointments or Applications for Challengers

*(Second Tuesday before Primary Election)*

On or before this date, the appointment of or application for challengers shall be filed with the county boards.

N.J.S.A. 19:7-3

### May 30 - June 5

#### Notice of Primary Election Published

*(Once during the calendar week before the week in which the Primary Election is held)*

The county board in each county shall cause a general notice to be published in the county during this period of time.

N.J.S.A. 19:12-7

### June 1

#### Absentee Ballot Applications by Mail

*(Not less than 7 days prior to election)*

Last day to receive mail applications for military service and civilian absentee ballots. At any time not less than seven days prior to an election, a military service or civilian absentee voter may apply to the county clerk for an absentee ballot.

N.J.S.A. 19:57-4, N.J.S.A. 19:57-6

### June 1

#### County Boards Advertise Challenge and Complaint Procedures at Polling Places

*(7 days before Primary Election)*

Notice to be published on this date.

N.J.S.A. 19:12-9

### June 2

#### Sample Ballots, Prepared and Mailed

*(Wednesday before Primary Election)*

Sample ballots shall be prepared and deposited in the post office on or before 12 noon on the Wednesday preceding the primary election day.

N.J.S.A. 19:23-34

### June 4

#### Deadline for Application for Faxed Federal Ballot

*(on or before the 4th day before the Primary Election)*

Military or overseas civilian voter who wishes to receive a ballot by fax for the federal Primary Election, must apply to the county clerk no later than the fourth day before the primary election.

N.J.S.A. 19:59-4

### June 7

#### Deadline for Civilian Absentee Ballot Application in Person

*(on any day up to 3 p.m. of the day before the election)*

Any civilian absentee voter who fails to apply in writing for an absentee ballot within 7 days prior to the primary election (June 1) may apply in person, or by authorized messenger if the voter is sick or confined, to the county clerk on any day up to 3 p.m. of the day before the election.

N.J.S.A. 19:57-4

# State and Federal Elections Calendar

## Deadlines and Citations

### June 7

#### County Boards Advertise Challenge and Complaint Procedures

*(Day before Primary Election)*

Notice to be published on this date.

N.J.S.A. 19:12-9

### June 8

#### Primary Election Day

*(Tuesday after first Monday in June)*

N.J.S.A. 19:2-1

**Polls are open from 6 a.m. to 8 p.m.**

N.J.S.A. 19:23-40

### June 8

#### Petition Filing Deadline for Independent Candidates for General Election

*(Before 4:00 p.m. of the day of the holding of the Primary Election)*

All such petitions shall be filed with the appropriate election office.

N.J.S.A. 19:13-9

### June 8

#### Deadline for Submission of Absentee Ballot to County Boards of Election

Absentee ballots may be returned to the county boards of election to which it is addressed or delivered personally by the voter or by authorized messenger up until 8:00 p.m. on the day of election.

N.J.S.A. 19:57-23

### June 8 - June 23

#### Locking Counter Compartment of Voting Machines Used in Primary Election

*(15 days following election)*

The counter compartment of the voting machines shall be locked for a period of 15 days following the completion of the count by the district board, unless ordered open by a Superior Court Judge

N.J.S.A. 19:52-6

### June 14

#### Objections to Nomination Petitions for General Election Candidates

*(no later than 4 days after filing deadline)*

Any objections to nomination petitions must be duly made in writing and filed with the officer with whom the original petition was filed no later than the fourth day after the last day for the filing of petitions.

N.J.S.A. 19:13-10

### June 15

#### Write-in Nominations, Acceptance

*(7 days after Primary Election)*

On or before this date, any person who did not file a petition for the primary election, but received a nomination at said election by having his name written on the ballot, shall file his acceptance with the county clerk, for municipal and county offices, or the Attorney General for state and federal offices.

N.J.S.A. 19:23-16

# State and Federal Elections Calendar

## Deadlines and Citations

### June 15

#### **Duplicate Nominations for Same Office**

*(7 days after Primary Election)*

On or before this date, a candidate nominated at the primary election for the same office by more than one party or group of petitioners shall designate the column in which his name is to appear on the general election ballot.

N.J.S.A. 19:14-9

### June 16

#### **Municipal Clerk to Certify to County Clerk and County Board Names of County Committee Persons**

*(Within 8 days after Primary Election)*

Last day for municipal clerk to certify to the county clerk and county board two copies of the names and post office addresses of the persons elected as members of the county committee of the several political parties, together with the ward, district or unit which said persons represent.

N.J.S.A. 19:23-54

### June 18

#### **Deadline for Filing of Election Contest Petition**

*(Up to 10 days after Primary Election)*

A petition to contest any primary election result must be filed in Superior Court not later than the 10th day after the primary election or within 10 days after the results of any court ordered recount has been determined or announced.

N.J.S.A. 19:29-3

### June 18

#### **Canvass of Votes by County Clerks**

*(10 days after Primary Election)*

The county clerks shall within 10 days after primary election transmit to the Attorney General a statement showing the total number of votes cast for the offices of United States Senator and member of the House of Representatives.

N.J.S.A. 19:23-55

### June 18

#### **Amendment of Defective Petition for Independent General Election Candidates**

*(On or before 10th day after petition filing deadline)*

Last day to amend petitions of nomination in matters of substance or of form but not to add signatures.

N.J.S.A. 19:13-13

### June 18

#### **Determination of Petition Challenge to Independent General Election Candidates**

*(On or before 10th day after filing deadline)*

Validity of objection to petitions of nominations to be determined on or before this date thereafter Attorney General shall canvass County Clerk's statement and issue Certificates of Nomination to successful nominees.

N.J.S.A. 19:13-11, N.J.S.A. 19:23-57

# State and Federal Elections Calendar

## Deadlines and Citations

### June 19

#### Recount Applications to Judge of Superior Court

*(Second Saturday after Primary Election)*

Applications for recount of votes cast for a candidate at the primary election shall be made on or before this date.\*

N.J.S.A. 19:28-1

\* N.J.S.A. 19:28-1 also provides for the filing of a recount application on or before the second Saturday following the declaration of any Board Canvassers. This is a deadline that is not fixed to a specific date. It will depend upon the actual date that a board meets.

### June 23

#### Application for Recheck of Voting Machines

*(Within 15 days after Primary Election)*

Deadline to apply for a recheck of voting machines by defeated candidates.

N.J.S.A. 19:52-6

### July 1

#### Evening Registration Plan

*(On or before July 1st)*

On or before this date, the commissioner of registration in each county shall submit to the Attorney General plans for evening registration for the general election.

N.J.S.A. 19:31-2

### July 26

#### Petition Filing Deadline for Electors of President and Vice President

*(Before 4:00 p.m. of the 99th day preceding the general election)*

N.J.S.A. 19:13-9

### August 2

#### Proposed Amendments to the NJ Constitution - Public Questions - Publication

*(Not less than 3 months prior to submission to the people)*

A proposed constitutional amendment to be voted on throughout the state at the general election must be published in the newspaper prior to this date.

NJ Constitution, Article IX, Par. 3

### August 9

#### Attorney General, Statement to County Clerks of Nominations, Vacancies

*(not later than 86 days before General Election)*

On or before this date, the Attorney General shall certify the names of the candidates nominated at the Primary Election or direct petition for federal offices to the county clerks. Such statements shall include party affiliation, if any, of the persons so nominated.

N.J.S.A. 19:13-22

### August 9

#### County Clerk Drawing for Ballot Positions

*(85 days before General Election)*

At 3:00 p.m. in the afternoon of the 85th day prior to the day of the General Election the County clerk to draw to determine which columns the political parties which made nominations at the primary election shall occupy on the ballots and the position of names of candidates nominated by petition.

N.J.S.A. 19:14-12

# State and Federal Elections Calendar

## Deadlines and Citations

### August 20

#### Public Questions Submitted by County and Municipal Governments to County Clerk

*(74 days before the General Election)*

Last day the governing body of any municipality or of any county may file a request with the county clerk to have a public question appear on the general election ballot.

N.J.S.A. 19:37-1

### August 24

#### Public Questions - Other Than Proposed Amendments to the NJ Constitution - Final Action By Governor or Legislature

*(Not less than 70 days following final action of the Governor or the Legislature)*

On or before this date the final action of the Governor or the Legislature is necessary to submit a public question to the people of the entire state at the general election.

NJ Constitution, Article II, Sec. 1, P. 2

### September 2 - October 3

#### Notice of Election

*(30 days before the closing of registration books for the General Election)*

Each county board shall cause a general notice to be published providing information on the upcoming general election.

N.J.S.A. 19:12-7

### September 3

#### Deadline for Independent Candidate to Decline Nomination

*(60 days before General Election)*

Last day independent candidate can withdraw. Notice shall be provided to appropriate filing office.

N.J.S.A. 19:13-16

### September 3

#### Deadline for Submission of Public Question Proposed By the Electorate and Adopted By Local or County Government to be filed with County Clerk

*(60 days before General Election)*

Last day to submit municipal public question to county clerk to print upon official ballot.

N.J.S.A. 19:37-1.1

### September 9

#### Deadline for Filling of Vacancy for Independent Candidate

*(Not later than 54 days before the General Election)*

A Vacancy (created at least 60 days before the general election) of an independent candidate may be filled no later than this date by way of the filing of a petition of a substitute candidate.

N.J.S.A. 19:13-19

### September 13

#### Last Day Vacancy Can Occur for Primary Election Nominees

*(51 days before General Election)*

This is the last day vacancy can occur for a candidate nominated at the primary election.

N.J.S.A. 19:13-20

# State and Federal Elections Calendar

## Deadlines and Citations

### September 13

#### **Publish Notice - Military Service Absentee and Civilian Absentee Voters** (50 days before General Election)

No later than this date, county clerks shall publish separate notices to civilian absentee voters and military service absentee voters who may desire to apply for a military service ballot or for a civilian absentee ballot for the General Election.

N.J.S.A. 19:57-7

### September 15

#### **Deadline for Filling Primary Nominee Vacancy** (48 days before General Election)

Last day to fill a vacancy of primary nominees.

N.J.S.A. 19:13-20

### September 20

#### **Official Ballot Ready for Printer** (43 days before General Election)

On this date, the county clerk shall have ready for the printer a copy of the contents of official ballots.

N.J.S.A. 19:14-1

### September 23

#### **Mailing of Absentee Ballots by County Clerks**

As soon as practicable after this date preceding the general election, the county clerk shall forward a civilian absentee or military service absentee ballot to each approved applicant.

N.J.S.A. 19:57-11

### October 4

#### **Evening Registration**

(29 days before the General Election)

Evening registration shall be made available in the office of each commissioner of registration between the hours of 4 p.m. and 9 p.m.

N.J.S.A. 19:31-2

### October 4

#### **Last Day to Register to Vote for the Upcoming General Election** (29 days before the General Election)

Last day to register for upcoming General Election.

N.J.S.A. 19:31-6

### October 12 - October 23

#### **Instruction of Election Officers**

(Not less than 10 nor more than 21 days before the General Election)

During this time period, the county board of election shall cause the members of the district boards who are to serve in the election districts to be instructed in the conduct of elections.

N.J.S.A. 19:50-1

# State and Federal Elections Calendar

## Deadlines and Citations

### October 18

#### **Voter Registry Lists - Certification and Transmission**

*(15 days prior to the General Election)*

On or before this date, the commissioner of registration shall certify and transmit to the county clerk a complete list of all registered voters.

N.J.S.A. 19:31-18

### October 19

#### **Filing of Appointments or Applications for Challengers**

*(Second Tuesday before General Election)*

On or before this date, the appointment of or application for challengers shall be filed with the county board.

N.J.S.A. 19:7-3

### October 22

#### **Registered Voters, Certified Count**

*(At least 10 days before General Election)*

Each commissioner of registration shall transmit and certify to the Attorney General a report of the total number of registrations in that county.

N.J.S.A. 19:31-14.5

### October 24 - 30

#### **Notice of General Election**

*(Once during the calendar week before the week in which the General Election is held)*

Each county board shall cause a general notice to be published providing information on the upcoming general election.

N.J.S.A. 19:12-7

### October 26

#### **County Boards Advertise Challenge and Complaint Procedures at Polling Places**

*(7th day preceding General Election)*

Notice to be published on this date.

N.J.S.A. 19:12-9

### October 26

#### **Absentee Ballot Applications by Mail**

*(Not less than 7 days prior to election)*

Last day to receive mail applications for military service and civilian absentee ballots. At any time not less than seven days prior to an election, a military service or civilian absentee voter may apply to the county clerk for an absentee ballot.

N.J.S.A. 19:57-4, N.J.S.A. 19:57-6

### October 27

#### **Sample Ballots, Prepared and Mailed**

*(By 12 noon on the Wednesday before General Election)*

Sample ballots shall be prepared and deposited in the post office addressed to each registered voter on or before 12 noon on the Wednesday preceding General Election day.

N.J.S.A. 19:14-25

# State and Federal Elections Calendar

## Deadlines and Citations

### October 29

#### Deadline for Application for Faxed Overseas Federal Ballot

*(On or before the 4th day preceding the election)*

A qualified overseas voter who wishes to receive a faxed federal ballot for the General Election, must apply to the county clerk no later than the fourth day before the general election.

N.J.S.A. 19:59-4

### November 1

#### Deadline for Civilian Absentee Ballot Application In Person

*(On any day up to 3:00 p.m. on the day before the election)*

Any civilian absentee voter who fails to apply by mail, for an absentee ballot 7 days prior to the general election (October 26th) may apply in person, or by authorized messenger if the voter is sick or confined, to the county clerk on any day up to 3:00 p.m. of the day before the election (Nov. 1).

N.J.S.A. 19:57-4

### November 1

#### County Board Advertises Challenge and Complaint Procedures at Polling Places

*(Day before General Election)*

Notice to be published on this date.

N.J.S.A. 19:12-9

### November 2

#### General Election Day

*(Tuesday next after first Monday in November)*

N.J.S.A. 19:2-3

#### Polls are open from 6 a.m. to 8 p.m.

N.J.S.A. 19:15-2

### November 2

#### Certified Statements of Election Results

Election results certificates, completed by district boards, shall be delivered to the municipal clerks, county clerks, and superintendents of elections as required.

N.J.S.A. 19:17-3

### November 2

#### Deadline for Submission of Absentee Ballot to County Boards of Election

*(By 8:00 p.m. on the day of election)*

Absentee ballots may be returned to the county boards of election to which it is addressed or delivered personally by the voter or by authorized messenger up until 8:00 p.m. on the day of election.

N.J.S.A. 19:57-23

### November 2 - 17

#### Impoundment Period for Voting Machines Used in the General Election

*(15 days following election)*

The counter compartment of the voting machines shall be locked for a period of 15 days following the completion of the count by the district election officers.

N.J.S.A. 19:52-6

# State and Federal Elections Calendar

## Deadlines and Citations

### November 8

#### County Board of Canvassers

*(Monday next after election day)*

On this date, the board of county canvassers shall meet for the purpose of certifying the canvass made by the county clerk. County canvassers can have up to two adjournments.

N.J.S.A. 19:19-1, N.J.S.A. 19:19-4, N.J.S.A. 19:19-6

### November 13

#### Recount Applications to Judge of Superior Court\*

*(On or before second Saturday after General Election)*

Applications for recount of votes cast for a candidate at the general election shall be made on or before this date.

N.J.S.A. 19:28-1

\* N.J.S.A. 19:28-1 also provides for the filing of a recount application on or before the second Saturday following the declaration of any board of canvassers. This is a deadline that is not fixed to a specific date. It will depend upon the actual date that a board meets.

### November 17

#### Application for Recheck of Voting Machines

*(Within 15 days after General Election)*

Deadline to apply for recheck of voting machines by defeated candidate or ten (10) qualified voters (in the case of a public question).

N.J.S.A. 19:52-6

### November 30

#### Board of State Canvassers

*(On or before the 28th day after General Election)*

Board of State Canvassers to meet on or before this date to certify the election of state officers.

N.J.S.A. 19:21-1

### December 2

#### Deadline to File Election Contest Petition

*(On or before the 30th day after General Election)*

The petition contesting any election to public office shall generally be filed in Superior Court no later than 30 days after the election.

N.J.S.A. 19:29-3

# **Statutory Schedule for Non-Partisan Municipal Elections**

Deadlines & Citations



## Statutory Schedule for Non-Partisan Municipal Elections Deadlines and Citations

***Pursuant to the Uniform Non-Partisan Elections Law N.J.S.A. 40:45-5, et seq.***

### **March 13- April 11**

#### **Notice of Election**

Notice of election to be published, stating date of election, voting hours and a list of polling places.<sup>1</sup>

N.J.S.A. 19:12-7

### **March 18**

#### **Nomination Petition Deadline**

- |     |   |                   |
|-----|---|-------------------|
| (a) | Petitions of Nomination <sup>2</sup>                                | N.J.S.A. 40:45-8  |
| (b) | Candidates' Oath and Acceptance of Nomination (annexed to petition) | N.J.S.A. 40:45-8  |
| (c) | Campaign Manager's Oath (annexed to petition)                       | N.J.S.A. 40:45-8  |
| (d) | Application for Designation (6 words) (included in petition)        | N.J.S.A. 40:45-10 |
| (e) | Applications for bracketing of Candidates (included in petition)    | N.J.S.A. 40:45-10 |
| (f) | Identification (candidates with same name)                          | N.J.S.A. 40:45-14 |

### **March 21**

#### **Publish Notice – Absentee Ballot Availability**

Notice to persons desiring absentee ballots, including civilian and persons in military service or patients in veterans hospitals and to their relatives and friends, as specified in 19:57-6; notice to be published in at least one newspaper and also in a display advertisement.

N.J.S.A. 19:57-7

### **March 22**

#### **Filing Deadline for Objections to Petitions**

Last Day to file written objections.

N.J.S.A. 19:13-10

### **March 24**

#### **Deadline to Amend Defective Petition**

*(No later than 48 days before an election)*

Last day for defects in petitions to be corrected.

N.J.S.A. 40:45-9

*Signatures may not be added after the last day for filing of original petition*

### **March 26\***

#### **Notice of Ballot Draw**

Two day notice to candidates by registered mail of date, time and place for drawing for position on ballot.

N.J.S.A. 40:45-12

### **March 29\***

#### **Ballot Draw**

Drawing for position on ballot held at Municipal Clerks office. As soon as practicable thereafter the Municipal Clerks shall have the Official Ballot ready for the printer.

N.J.S.A. 40:45-12

<sup>1</sup>Reminder: Certification of suggested polling places must be sent by the Municipal Clerks to County Board of Elections on or before April 1st. N.J.S.A.19:8-2

<sup>2</sup>Election Law Enforcement Commission (ELEC) to be notified of eligible candidates by Municipal Clerk. N.J.S.A. 40:45-8

\* There is no specific deadline in the statute for ballot draw. NOTE: This is a suggested date to assure printing of the ballot.

## Statutory Schedule for Non-Partisan Municipal Elections

### Deadlines and Citations

#### March 30 - April 8

##### Publication of Candidates' Names

*(Within 10 days after filing deadline)*

Names of candidates as they appear on ballot to be published once in each of two newspapers having circulation in the municipality and published in the State of New Jersey.

N.J.S.A. 40:45-13

#### April 1

##### Mailing of Absentee Ballots

Military Service Absentee and Civilian absentee ballots to be mailed by County Clerk as soon as practicable after 40th (April 1) day before election.

N.J.S.A. 19:57-11

#### April 12

##### Voter Registration Deadline

Last day for voters to register.

N.J.S.A. 19:31-6

#### April 27

##### Deadline for Filing of Challenger Credentials

*(Second Tuesday preceding election)*

Last day to file with County Board of Elections, names of two challengers for each candidate per district. Generally, only one may remain in polling place at any one time.

N.J.S.A. 19:7-3

#### April 30

##### Deadline for Filing of Vacancy by Committee for Bracketed Candidates

*(No less than 10 days)*

When several candidates for the Office of Commissioner (in non-partisan Municipalities where such office exists) petition for bracketing with the same slogan, they may file with the Municipal Clerk the names of three persons as a Committee on Vacancies.

N.J.S.A. 40:45-10.1

#### May 4

##### Absentee Ballot Applications by Mail

*(Not less than 7 days prior to election)*

Last day to receive mail applications for military service and civilian absentee ballots. At any time not less than seven days prior to an election, a military service or civilian absentee voter may apply to the county clerk for an absentee ballot.

N.J.S.A. 19:57-4, N.J.S.A. 19:57-6

#### May 5

##### Deadline for Mailing Sample Ballot

On or before noon on Wednesday preceding election, mail sample ballot.

N.J.S.A. 19:14-25

## Statutory Schedule for Non-Partisan Municipal Elections

### Deadlines and Citations

#### May 10

##### **Deadline for Civilian Absentee Ballot Application in Person**

*(On any day up to 3:00 p.m. on the day before the election)*

Civilian absentee voters who fail to apply in writing for an absentee ballot seven days prior to the election (May 4th) may apply in person, or by authorized messenger, to the County Clerk on any day up to 3:00 p.m. on the day before election.

N.J.S.A. 19:57-4

#### May 10

##### **Delivery of Ballot and Polling Place Supplies**

*(On the day preceding the election)*

Ballots, ballot boxes, keys and other equipment and supplies delivered to District Boards.

N.J.S.A. 19:14-35

#### May 11

##### **Election Day**

N.J.S.A. 40:45-7

Election results certificates, completed by District Boards, shall be delivered to Municipal Clerks, County Clerks and Superintendents as required.

N.J.S.A. 40:45-16

#### May 12

##### **Canvass by Municipal Clerk**

Municipal Clerk certifies election results, the public may be present.

N.J.S.A. 19:40:45-16

#### July 1

##### **Commencement of Term**

Terms of office commence unless otherwise provided by law

N.J.S.A. 40:45-17



# **School Election and Budget Procedures Calendar**



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*Provided by the  
New Jersey Department of Education  
Division of Finance*

\* Some statutory dates and other affected dates are changed pursuant to the signing of Senate Bill S-2834, which authorizes the Commissioner to make any adjustments to the school budget calendar that are necessary to conform with the State aid notification date.



## School Elections And Budget Procedure Calendar

### Type II Districts (including all regional) Deadlines and Citations

*Provided by the New Jersey Department of Education, Division of Finance.*

Any dates subsequently released by the Division of Elections, Department of Law and Public Safety concerning the provisions of Title 19 of the New Jersey Statutes which differ from those contained herein shall supersede those dates. This document is intended as an administrative convenience and does not constitute a statement of law. This document should not be relied upon as a substitute for the district's review of applicable law or consultation with counsel.

The county board of election of the county in which the election district is located shall designate two members of the district board of election to perform all the duties of the district board for that election, except that where there are electronic voting systems and more than 900 registered voters four members shall be designated.

The county board of elections shall appoint from the designees one to serve as judge and one to serve as inspector for school elections.

Upon the request of a board of education or the clerk of a municipality in the county or upon its own initiative, the county board may designate the polling place and voting equipment of one election district to serve as the polling place and voting equipment for the voters of one or more other election districts for school elections. Such a designation shall be based on the casting of no more than 500 ballots during each of the two preceding annual school elections by the voters of the election districts for which that polling place is designated. If, at two consecutive annual school elections thereafter, the number of ballots cast by the voters in those election districts is more than 500, the county board shall effect an appropriate revision of the election districts using that polling place. If a request is from a municipal clerk, the request shall apply only to the election districts in that municipality.

If one polling place is designated for two or more election districts, the county board shall designate at least two members from among the members of the district boards of election of those election districts to perform all the duties of the district board for the school election. The county board shall also appoint one of the persons so designated to serve as judge and another of those persons to serve as inspector for school elections.

The regional board of education may, in submitting to the voters the amount of money to be voted upon for the use of the regional schools of the district, identify the amount of money determined to be the constituent municipality's share. Including this information for voters would make clear to those voters the exact amount of taxes that the constituent municipality would be required to raise to support the regional school district budget.



# School Elections And Budget Procedure Calendar

## Type II Districts (including all regional) Deadlines and Citations

### Feb 21 - Mar 21

#### Notice of School Election to be Published

*(During the 30 days next preceding the day fixed for the closing of the registration books for the election)*

Notice of school election shall be published once during this period.

N.J.S.A. 19:12-7

### “On or About” February 26

#### State Aid Notices to Be Released

*(Within 2 days of the Governor’s budget message)*

The commissioner will release state aid notices for the 2004-05 school year within two days of the Governor’s budget message.

N.J.S.A. 18A:7F-5

The Governor shall formulate his budget recommendations which shall be presented to the Legislature as a budget message on or before the fourth Tuesday in February in each year.

N.J.S.A. 52:27B-20

### March 1

#### Publish Notice – Military Service and Civilian Absentee Voters

*(Prior to the 50th day immediately preceding the School Election)*

The county clerk in the case of a school election in a regional or other school district comprising more than one municipality or the clerk of the municipality for a school district comprising a single municipality shall publish or cause to be published the notices to persons desiring military service and civilian absentee ballots prior to the 50th day immediately preceding the election. Notices shall be published separately in at least one newspaper in each district in which the election is to be held or if no newspaper is published in the district, then in a newspaper published in the county and circulating in the district. All notices shall be display advertisements.

N.J.S.A. 19:57-7

### March 1

#### Nominating Procedures

*(50th day preceding the date of the election, by 4:00 p.m.)*

Nominating petitions must be filed with the secretary of the board of education on or before 4:00 p.m. of the 50th day preceding the date of the election.

N.J.S.A. 19:60-7

### March 5

#### Objections to Nomination

*(46th day prior to election)*

Last day to file objections to candidates’ petitions.

N.J.S.A. 19:60-7

### March 5

#### Candidate Complaint

*(46th day prior to election)*

Last day a candidate may file a complaint with the Superior Court setting forth any invasion or threatened invasion of rights under the candidate’s petition.

N.J.S.A. 19:60-7

# School Elections And Budget Procedure Calendar

## Type II Districts (including all regional) Deadlines and Citations

### March 8

#### Withdrawal of Candidate

*(Before the 44th day before the date of the election)*

Last day for a candidate to withdraw name as a candidate.

N.J.S.A. 19:60-7

### March 8

#### Deadline to Amend Defective Petition

*(Before the 44th day before the date of the election)*

Last day for a candidate to amend a defective petition.

N.J.S.A. 19:60-7

### March 8

#### Determination of Objection to Petition

*(On or before the 44th day preceding the election)*

Last day for a board of education to make a determination on an objection to a candidate's petition.

N.J.S.A. 19:60-7

### March 10

#### Secretary of Board of Education Drawing for Ballot Positions

*(7 working days following the last day for filing petitions for the annual school election)*

The drawing of names for ballot positions shall be performed by the secretary of the board of education and take place seven working days following the last day for filing petitions for the annual school election.

The secretary of the board of education shall make public announcement at the drawing of each name, the order in which the name is drawn and the term of office for which the drawing is made.

N.J.S.A. 19:60-8

### March 11

#### Adoption and Filing of Budget \*

Districts must prepare an itemized budget and submit the budget to the county superintendent of schools.

N.J.S.A. 18A:7F-5, N.J.S.A. 18A:7F-6

### March 12

#### Certification of Drawing

*(2 days after drawing for ballot positions)*

Last day for secretary of the board of education to certify results of drawing to the county clerk.

N.J.S.A. 19:60-8

### March 22

#### Notice of Public Hearing \*

*(4 days prior to public hearing on budget)*

Last day to advertise for earliest public hearing. The board of education shall cause notice of such public hearing and the statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district not less than four days prior to the date fixed for such public hearing.

N.J.S.A. 18A:22-10, N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12

*\*Changed pursuant to S-2834*

## School Elections And Budget Procedure Calendar

### Type II Districts (including all regional) Deadlines and Citations

#### March 22

##### Last Day to Register for School Election

*(29 days preceding the annual school election)*

The law provides that persons may register to vote up to 29 days preceding the annual school election either at the county board of elections or at the office of the municipal clerk.

N.J.S.A. 19:31-5, N.J.S.A. 19:31-6

#### March 26

##### Budget Approval by County Superintendents \*

*(Changed pursuant to S-2834)*

Last day for county superintendents to approve the budget statement to be advertised.

N.J.S.A. 18A:7F-5, N.J.S.A. 18A:7F-6

#### March 26

##### Preparation of the Budget \*

*(Changed pursuant to S-2834)*

Last day to finalize budget for ensuing school year.

N.J.S.A. 18A:7A-50, N.J.S.A. 18A:7F-1, N.J.S.A. 18A:22

#### March 26

##### Earliest Date for Public Hearing on Budget \*

*(Changed pursuant to S-2834)*

Earliest date to hold public hearing on budget. Public hearing may not be held until the county superintendent of schools has approved the budget and the budget and meeting date have been posted and advertised in at least one newspaper.

N.J.S.A. 18A:7A-51, N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12, N.J.S.A. 18A:22-13

#### March 26

##### Notice of Public Hearing

*(4 days prior to public hearing)*

Last day to advertise for a public hearing on the budget.

N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12

#### March 30

##### Last Day for Public Hearing \*

*(Changed pursuant to S-2834)*

Last day to hold public hearing.

N.J.S.A. 18A:22-10

#### April 2

##### Deadline to Adopt Budget

*(No later than 18 days prior to the election)*

Last day to adopt budget prior to election.

N.J.S.A. 18A:22-32

*\*Changed pursuant to S-2834*

## School Elections And Budget Procedure Calendar

### Type II Districts (including all regional) Deadlines and Citations

#### April 3

##### Deadline to Submit Public Question Statement to the County Clerk

*(17th day preceding the annual school election, before 10:00 a.m.)*

The secretary of each board of education not later than 10 o'clock a.m. of the 17th day preceding the annual school election shall make and certify and forward to the clerk of the county in which the school district is located a statement designating any public question to be voted upon at the election. The Department of State, Division of Elections requests that boards of education submit the public questions to the county clerk as early as possible to allow for the absentee ballots and the sample ballots to be printed and delivered on time.

N.J.S.A. 19:60-4

#### April 3

##### Official Ballot for Printer

*(17th day preceding the annual school election)*

Every county clerk shall have ready for the printer a copy of the contents of official ballots required by law to be printed for use at a school election not later than the 17th day prior to the election.

N.J.S.A. 19:60-9

#### April 6

##### Filing of Appointments or Applications for Challengers

*(2nd Tuesday preceding election)*

Last day for candidates to file for appointment of challengers and alternates with the county board of elections.

N.J.S.A. 19:7-3

#### April 6

##### Challenger Appointment Permits Issued

*(At any time up to and including the day of the election)*

Board issues Challenger Appointment papers

N.J.S.A. 19:7-4

#### April 8

##### Board of School Estimate – Determination of Budget

*(April 8th each year)*

Last day for the board of school estimate of a Type II district with a board of school estimate to adopt a tax certificate for the budget.

N.J.S.A. 18A:22-26

#### April 8

##### Application for Restoration; Automatic Review – Comments by Board of Education

Within 10 days after certification of the general fund tax levy by the governing body or bodies, a district board of education eligible for restoration of budget reductions pursuant to N.J.A.C. 6A:23-8.10(f)1 or 2 may submit to the Commissioner an application for such restoration. The application must be submitted to the appropriate county superintendent, and a copy of the complete application must concurrently be provided to the governing body or bodies.

N.J.A.C. 6A:23-8.10(f)3

Within 10 days of delivery to the district board of education and the county superintendent, pursuant to N.J.A.C. 6A:23-8.10(a) or (b), of a budget below the minimum T&E budget (subject to automatic review), a district board of education may submit to the county superintendent any comments it may wish to make in response to the demonstration provided at the time of

## School Elections And Budget Procedure Calendar

### Type II Districts (including all regional) Deadlines and Citations

certification by the governing body or bodies, that the specific reductions made will not adversely affect the ability of the district to provide a thorough and efficient education or the stability of the district given the need for long term planning and budgeting.

N.J.A.C. 6A:23-8.10(e)2

#### April 11 - 17

##### Publication of Notice of Election

*(Calendar week before the week of the election)*

Notice of the school election shall be published once during the calendar week before the week in which the school election is held.

N.J.S.A. 19:12-7

#### April 12

##### Budget Statement to County Superintendent

*(8th day prior to election day)*

Last day to provide budget statement certification and copy of official ballot to county superintendent of schools.

#### April 13

##### Absentee Ballot Applications by Mail

*(Not less than 7 days prior to election)*

Last day to receive mail applications for military service and civilian absentee ballots. At any time not less than seven days prior to an election, a military service or civilian absentee voter may apply to the county clerk for an absentee ballot.

N.J.S.A. 19:57-4, N.J.S.A. 19:57-6

#### April 14

##### Mailing Sample Ballots

*(by 12 noon on the Wednesday before the Election)*

Sample ballots shall be prepared and deposited in the post office addressed to each registered voter on or before 12 noon on the Wednesday preceding General Election day.

N.J.S.A. 19:14-25, N.J.S.A. 19:60-10

#### April 15

##### Board of School Estimate - Certification and Raising of Appropriations for Budget

*(April 15th each year)*

Last day for the board of school estimate of a Type II district with a board of school estimate to deliver to county board of taxation and governing body the tax certificate for the budget for the ensuing school year.

N.J.S.A. 18A:22-26

#### April 19

##### Absentee Ballot Applications in Person

*(On any day up to 3:00 p.m. of the day before the election)*

Any civilian absentee voter who failed to apply by mail within seven days prior to the election may apply in person to the county clerk for an absentee ballot at any time up to 3:00 p.m. on the day before an election.

N.J.S.A. 19:57-4

## School Elections And Budget Procedure Calendar

### Type II Districts (including all regional) Deadlines and Citations

#### April 20

##### School Election Date

*(3rd Tuesday in April)*

Annual school election in all districts. Polls shall be open between the hours of 5 p.m. and 9 p.m. and during any additional time which the school board may designate between the hours of 7 a.m. and 9 p.m.  
N.J.S.A. 19:15-2

#### April 26 - May 7

##### First Regular Meeting of School Board

*(Any day of the first or second week following the annual school election)*

All Type II boards of education including all regional districts shall organize annually on any day of the first or second week following the annual school election.

N.J.S.A. 18A:10-3

Each board of education shall organize annually at a regular meeting held not later than 8:00 p.m. If the organization meeting cannot take place on that day by reason of lack of a quorum or for any other reason, the meeting shall be held within three days thereafter.

N.J.S.A. 18A:10-3

#### April 30

##### Non-tenured Teaching Staff, Observation and Evaluation

*(April 30th each year)*

Each nontenured teaching staff member employed must be observed and evaluated before this date each year.

N.J.S.A. 18A:27-3.1

#### April 30

##### Certification of School Election Results

N.J.S.A. 19:19-1, N.J.S.A. 19:19-4, N.J.S.A. 19:19-6

#### May 3

##### Board of Education Certification of Results

*(Within 2 days following Certification of Election Results)*

Last day for board of education to certify to the county board of taxation the amount approved by voters to be raised for the ensuing school year.

N.J.S.A. 18A:22-33

#### May 3

##### Defeated Budget

*(2 days after certification of election results)*

Last day for a board of education to deliver to the governing body the proposed budget that the voters defeated.

N.J.S.A. 18A:22-37, N.J.S.A. 18A:13-19

#### May 15

##### Non-tenured Teaching Staff; Offer of Employment or Notice of Termination

*(May 15th each year)*

Last day for each board of education in the state to give to each nontenured teaching staff member either a contract of employment or written notice if employment will not be offered.

N.J.S.A. 18A:27-10

## School Elections And Budget Procedure Calendar

### Type II Districts (including all regional) Deadlines and Citations

#### May 19

##### **Determination by Municipal Governing Body Where Items Rejected at Election**

*(May 19th each year)*

Last day for the governing body after consultation with the board to determine and certify to the county board of taxation the amount of money necessary for school purposes to be raised by taxation for the ensuing school year.

N.J.S.A. 18A:22-37, N.J.S.A. 18A:13-19

#### May 19

##### **Application for Restoration – Comments by Governing Body(ies)**

Within 10 days of receipt of the district board of education's application, the governing body or bodies may submit to the county superintendent any comments it may wish to make on the board's application. A copy of such comments must be concurrently provided to the board of education.

N.J.A.C. 6A:23-8.10(f)5

# School Elections And Budget Procedure Calendar

## Type I Districts | Deadlines and Citations

### On or About February 26

#### State Aid Notices to be Released

*(Within 2 days of the Governor's budget message)*

The commissioner will release state aid notices for the 2004-05 school year within two days of the Governor's budget message.

N.J.S.A. 18A:7F-5

The Governor shall formulate his budget recommendations which shall be presented to the Legislature as a budget message on or before the fourth Tuesday in February in each year.

N.J.S.A. 52:27B-20

### March 11

#### Adoption and Filing of Budget \*

*(Changed pursuant to S-2834)*

Districts must prepare an itemized budget and submit the budget to the county superintendent of schools.

N.J.S.A. 18A:7F-5, N.J.S.A. 18A:7F-6

### March 22

#### Notice of Public Hearing

*(4 days prior to earliest public hearing)*

Last day to advertise for earliest public hearing. The board of education shall cause notice of such public hearing and the statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district not less than four days prior to the date fixed for such public hearing.

N.J.S.A. 18A:22-10, N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12

### March 26

#### Budget Approval by County Superintendents\*

*(Changed pursuant to S-2834)*

Last day for county superintendents to approve the budget statement to be advertised.

N.J.S.A. 18A:6-62

### March 26

#### Delivery of Budget to Board of School Estimate\*

*(Changed pursuant to S-2834)*

Last day for Type I boards of education to finalize and deliver the itemized budget to each member of the board of school estimate.

N.J.S.A. 18A:22-7

### March 26

#### Earliest Date for Public Hearing

*(March 22nd each year)*

Earliest date for public hearing on budget by board of school estimate in Type I districts. Public hearing may not be held until the county superintendent of schools has approved the budget and the budget and meeting date have been posted and advertised in at least one newspaper.

N.J.S.A. 18A:22-10

*\*Changed pursuant to S-2834*

# School Elections And Budget Procedure Calendar

## Type I Districts | Deadlines and Citations

### March 26

#### Notice of Public Hearing

*(4 days prior to public hearing)*

Last day to advertise for a public hearing on the budget.

N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12

### March 30

#### Last Day for Public Hearing\*

*(Changed pursuant to S-2834)*

Last day to hold public hearing.

N.J.S.A. 18A:22-10

### April 8

#### Deadline for Board of School Estimate to Adopt and Certify Budget

*(April 8th each year)*

Last day for board of school estimate in Type I districts to adopt budget, and certify to the board of education and governing body the amount of local funds to be appropriated for use of the public schools.

N.J.S.A. 18A:22-14

### April 8

#### Delivery of Budget Statement Certification to County Superintendent of Schools

*(April 8th each year)*

Last day to provide budget statement certification to county superintendent of schools.

### April 8

#### Application for Restoration; Automatic Review – Comments by Board of Education

Within 10 days after certification of the general fund tax levy by the board of school estimate, a district board of education eligible for restoration of budget reductions pursuant to N.J.A.C. 6A:23-8.10(f)1 or 2 may submit to the Commissioner an application for such restoration. If the governing body certifies a lower amount in accordance with 18A:22-17, the application may be amended to address additional reductions. The application must be submitted to the appropriate county superintendent, and a copy of the complete application must concurrently be provided to the board of school estimate.

N.J.A.C. 6A:23-8.10(i)(3)

Within 10 days of delivery to the district board of education and the county superintendent, pursuant to N.J.A.C. 6A:23-8.10(a) or (b), of a budget below the minimum T&E budget (subject to automatic review), a district board of education may submit to the county superintendent any comments it may wish to make in response to the demonstration provided at the time of certification by the board of school estimate, that the specific reductions made will not adversely affect the ability of the district to provide a thorough and efficient education or the stability of the district given the need for long term planning and budgeting.

### April 8

#### Application for Restoration – Comments by Board of School Estimate

Within 10 days of receipt of the district board of education's application, the board of school estimate may submit to the county superintendent any comments it may wish to make on the board's application.

A copy of such comments must be concurrently provided to the board of education.

N.J.A.C. 6A:23-8.10(f)(5)

*\*Changed pursuant to S-2834*

## School Elections And Budget Procedure Calendar

### Type I Districts | Deadlines and Citations

#### April 30

##### Non-tenured Teaching Staff; Observation and Evaluation

*(April 30th each year)*

Each nontenured teaching staff member employed must be observed and evaluated before this date each year.

N.J.S.A. 18A:27-3.1

#### May 15

##### Non-tenured Teaching Staff; Offer of Employment or Notice of Termination

*(May 15th each year)*

Last day for each board of education in the state to give to each nontenured teaching staff member either a contract of employment or written notice if employment will not be offered.

N.J.S.A. 18A:27-10

#### May 16

##### First Regular Meeting of School Board

*(May 16th each year)*

Each board of education in a Type I district shall organize annually at a regular meeting held not later than 8:00 p.m. If the organization meeting cannot take place on that day by reason of lack of a quorum or for any other reason, the meeting shall be held within three days thereafter.

N.J.S.A. 18A:10-3

## School Elections And Budget Procedure Calendar

### State-Operated School Districts | Deadlines and Citations

#### On or about February 26

##### State Aid Notices to be Released

*(Within 2 days of the Governor's budget message)*

The commissioner will release state aid notices for the 2004-05 school year within two days of the Governor's budget message.

N.J.S.A. 18A:7F-5

The Governor shall formulate his budget recommendations which shall be presented to the Legislature as a budget message on or before the fourth Tuesday in February in each year.

N.J.S.A. 52:27B-20

#### March 11

##### Adoption and Filing of Budget \*

*(Changed pursuant to S-2834)*

All state-operated school districts must prepare an itemized budget and submit the budget to the Commissioner of Education. \*\*

N.J.S.A. 18A:7F-5, N.J.S.A. 18A:7F-6

*\*\* Informational copy should be submitted to county superintendent of schools.*

#### March 22

##### Notice of Public Hearing

*(4 days prior to earliest public hearing)*

Last day to advertise for earliest public hearing.

At least four days prior to the date fixed for such public hearing, the district shall cause notice of the public hearing and the statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district.

N.J.S.A. 18A:22-10, N.J.S.A. 18A:22-11, N.J.S.A. 18A:22-12

#### March 26

##### Approval of Budget \*

*(Changed pursuant to S-2834)*

Last day for the Commissioner to approve the budget statement to be advertised by district.

#### March 26

##### Last Day to Present Budget to Board of Education \*

*(Changed pursuant to S-2834)*

Last day for superintendent to present budget to board of education.

N.J.S.A. 18A:7A-50

#### March 26

##### Earliest Date for Public Hearing on Budget \*

*(Changed pursuant to S-2834)*

Earliest day for public hearing on budget in state-operated school districts.

N.J.S.A. 18A:7A:51

*\*Changed pursuant to S-2834*

## School Elections And Budget Procedure Calendar

### State-Operated School Districts | Deadlines and Citations

#### March 26

##### Notice of Public Hearing

*(4 days prior to latest public hearing)*

Last day to advertise for a public hearing on the budget.

At least four days prior to the date fixed for such public hearing, the district shall cause notice of the public hearing and the statement annexed to the budget to be published at least once in at least one newspaper published in the district and if no newspaper is published therein, then in at least one newspaper circulating in said district.

N.J.S.A. 18A:22-11, N.J.S.A. 22-12

#### March 30

##### Last Day for Public Hearing \*

*(March 29th each year)*

Last day to hold public hearing on budget. Public hearing may be held any day once the Commissioner has approved the budget and the budget and hearing date have been posted and advertised in at least one newspaper.

N.J.S.A. 18A:7A-51

#### April 8

##### Budget, Determination of Amounts to be Appropriated

*(April 8th each year)*

Last day for state district superintendent to adopt budget and to certify to the county board of taxation the amount of local funds to be appropriated for use in the public schools.

N.J.S.A. 18A:7A-52

#### April 8

##### Delivery of Budget Statement Certification to Commissioner of Education

*(April 8th each year)*

Last day to provide budget statement certification to Commissioner of Education.

*\*Changed pursuant to S-2834*

## School Elections And Budget Procedure Calendar

### County Vocational Districts | Deadlines and Citations

#### March 11

##### **Submission of Budget \***

*(Changed pursuant to S-2834)*

County districts must submit an itemized budget to the county superintendent of schools.

N.J.S.A. 18A:7F-5

#### March 26

##### **Budget Approval by County Superintendents \***

*(Changed pursuant to S-2834)*

Last day for county superintendents to approve the itemized budget.

N.J.S.A. 18A:6-62

#### March 26

##### **Delivery of Budget to Board of School Estimate \***

*(Changed pursuant to S-2834)*

On or before the fourth Tuesday in March, county vocational district boards of education shall prepare and deliver the itemized budget to each member of the board of school estimate and to the county superintendent of schools.

N.J.S.A. 18A:54-28

#### March 26

##### **First Day for Determination of Appropriation, Certification of Amount \***

*(Changed pursuant to S-2834)*

First day for board of school estimate in county vocational districts to adopt budget and certify to the board of education and governing body the amount of funds to be appropriated for use of the county school district.

N.J.S.A. 18A:54-29

#### April 8

##### **Last Day for Determination of Appropriation, Certification of Amount**

*(April 8th each year)*

Last day for board of school estimate in county vocational districts to adopt budget and certify to the board of education and governing body the amount of funds to be appropriated for use of the county school district.

N.J.S.A. 18A:54-29

#### April 8

##### **Application for Restoration; Automatic Review – Comments by Board of Education**

Within 10 days after certification of the general fund tax levy by the board of school estimate, a district board of education eligible for restoration of budget reductions pursuant to N.J.A.C. 6A:23-8.10(f)1 or 2 may submit to the Commissioner an application for such restoration. If the governing body certifies a lower amount in accordance with 18A:22-17, the application may be amended to address additional reductions. The application must be submitted to the appropriate county superintendent, and a copy of the complete application must concurrently be provided to the board of school estimate.

*\*Changed pursuant to S-2834*

## School Elections And Budget Procedure Calendar

### County Vocational Districts | Deadlines and Citations

Within 10 days of delivery to the district board of education and the county superintendent, pursuant to N.J.A.C. 6A:23-8.10(a) or (b), of a budget below the minimum T&E budget (subject to automatic review), a district board of education may submit to the county superintendent any comments it may wish to make in response to the demonstration provided at the time of certification by the board of school estimate, that the specific reductions made will not adversely affect the ability of the district to provide a thorough and efficient education or the stability of the district given the need for long term planning and budgeting.

**N.J.A.C. 6A:23-8.10(c)**

#### **April 8**

#### **Application for Restoration – Comments by Board of School Estimate**

Within 10 days of receipt of the district board of education's application, the board of school estimate may submit to the county superintendent any comments it may wish to make on the board's application. A copy of such comments must be concurrently provided to the board of education.

**N.J.A.C. 6A:23-8.10(f)(5)**

## School Elections And Budget Procedure Calendar

### Special Services School Districts | Deadlines and Citations

#### March 11

##### Submission of Budget \*

*(Changed pursuant to S-2834)*

County districts must submit an itemized budget to the county superintendent of schools.

N.J.S.A. 18A:7F-5

#### March 26

##### Budget Approval by County Superintendents \*

*(Changed pursuant to S-2834)*

Last day for county superintendents to approve the itemized budget.

N.J.A.C. 18A:6-62

#### March 26

##### Delivery of Budget to Board of School Estimate \*

*(Changed pursuant to S-2834)*

On or before the fourth Tuesday in March, special services school district boards of education shall prepare and deliver the itemized budget to each member of the board of school estimate and to the county superintendent of schools.

N.J.S.A. 18A:46-40

#### March 26

##### First Day for Determination of Appropriation, Certification of Amount \*

*(Changed pursuant to S-2834)*

First day for board of school estimate in special services districts to adopt budget and certify to the board of education and governing body the amount of funds to be appropriated for use of the county school district.

N.J.S.A. 18A:46-41

#### April 8

##### Last Day for Determination of Appropriation, Certification of Amount

*(April 8th each year)*

Last day for board of school estimate in special services districts to adopt budget and certify to the board of education and governing body the amount of funds to be appropriated for use of the county school district.

N.J.S.A. 18A:46-41

*\*Changed pursuant to S-2834*

## School Elections And Budget Procedure Calendar

Educational Service Commission | Deadlines and Citations

### January 15

#### Notice to Member Boards of Education of Fees and Method of Funding Expenses

*(January 15th each year)*

On or before this date the board shall notify each member board of education of the fees to be charged for each service and program for the ensuing school year and the method by which the Commission expenses shall be funded.

N.J.S.A. 18A:6-62

### March 8

#### Budget Adoption by Representative Assembly

*(March 8th each year)*

On or before this date, the representative assembly shall adopt a budget for the ensuing fiscal year.

N.J.S.A. 18A:6-62

### March 11

#### Budget Submission to County Superintendent

*(within 3 days of adoption of budget)*

Last day to submit the budget to the county superintendent for approval.

N.J.S.A. 18A:6-62

*The budget must be submitted to the county superintendent within three days of adoption.*

*\* Informational copy should be submitted to county superintendent of schools.*



# **Directory of County Election Officials**



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## Directory of County Election Officials

### County Clerks

#### Atlantic County Clerk

**Hon. Michael J. Garvin**

Clerk's Office  
5901 Main Street  
Mays Landing, NJ 08330-1797  
• 609-641-7867  
• Fax: 609-625-4738

#### Bergen County Clerk

**Hon. Kathleen A. Donovan**

One Bergen County Plaza  
Room 130  
Hackensack, NJ 07601  
• 201-336-7020  
• Fax: 201-336-7002  
<http://www.co.bergen.nj.us/countyclerk/subpages/services/elections.htm>

#### Burlington County Clerk

**Hon. Philip Haines**

Court Complex, PO Box 6000  
49 Rancocas Road  
Mount Holly, NJ 08060-6000  
• 609-265-5189  
• Fax: 609-265-0696

#### Camden County Clerk

**Hon. James E. Beach**

Election Division  
6th Street Entrance, Suite 316  
PO Box 150  
Camden, NJ 08101-0150  
• 856-225-7219  
• Fax: 856-756-2213  
<http://www.co.camden.nj.us/government/offices/elections/index.html>

#### Cape May County Clerk

**Hon. Angela F. Pulvino**

7 N. Main Street, PO Box 5000  
Cape May Courthouse, NJ 08210-5000  
• 609-465-1013  
• Fax: 609-465-8625  
<http://www.co.cape-may.nj.us/Cit-e-Access/webpage.cfm?TID=5&TPID=801>

#### Cumberland County Clerk

**Hon. Gloria Noto**

PO Box 716  
60 W. Broad Street  
Bridgeton, NJ 08302-2665  
• 856-451-8000, Ext. 211  
• Fax: 856-455-1410  
<http://www.co.cumberland.nj.us/govtserv/directory/agencyview.asp?fldAgencyName=Election%2C+Board+of>

#### Essex County Clerk

**Hon. Patrick J. McNally**

465 King Boulevard  
Room 247  
Newark, NJ 07102-1795  
• 973-621-4921  
• Fax: 973-621-2527/2537  
(for regular mail delivery use:  
P.O. Box 690, Newark, NJ 07101-0690)  
<http://www.essexclerk.com/election.html>

#### Gloucester County Clerk

**Hon. James "Jim" Hogan**

Ct. House, 1st Floor  
PO Box 129  
1 North Broad Street  
Woodbury, NJ 08096-3327  
• 856-853-3241  
• Fax: 856-853-3327  
[http://www.hudsoncountynj.org/dept/clerks\\_office/default.asp](http://www.hudsoncountynj.org/dept/clerks_office/default.asp)

#### Hudson County Clerk

**Hon. Javier E. Inclán**

583 Newark Avenue  
Jersey City, NJ 07306-2018  
• 201-795-6112  
• Fax: 201-795-2581  
[http://www.hudsoncountynj.org/dept/clerks\\_office/default.asp](http://www.hudsoncountynj.org/dept/clerks_office/default.asp)

#### Hunterdon County Clerk

**Hon. Dorothy K. Tirpok**

71 Main Street  
P.O. Box 2900  
Hall of Records  
Flemington, NJ 08822-2900  
• 908-788-1214  
• Fax: 908-782-4068

## Directory of County Election Officials

### County Clerks

#### **Mercer County Clerk**

##### **Hon. Catherine DiCostanzo**

Court House, PO Box 8068  
209 S. Broad Street  
Trenton, NJ 08650-0068  
• 609-989-6494  
• Fax: 609-989-1111

<http://www.mercercounty.org/cc/elections.htm>

#### **Middlesex County Clerk**

##### **Hon. Elaine Flynn**

PO Box 1110  
75 Bayard Street, 4th Floor  
New Brunswick, NJ 08901-1110  
• 732-745-3827  
• Fax: 732-745-2170

<http://co.middlesex.nj.us/elections/index.asp>

#### **Monmouth County Clerk**

##### **Hon. M. Claire French**

300 Halls Mill Road  
Freehold, NJ 07728-1254  
• 732-431-7324  
• Fax: 732-409-4887 and  
732-409-7566

<http://www.shore.co.monmouth.nj.us/countyclerk/occ.asp?action=3>

#### **Morris County Clerk**

##### **Hon. Joan Bramhall**

PO Box 315 - Court Street  
Morristown, NJ 07963-0315  
• 973-285-6066  
• Fax: 973-285-5233

#### **Ocean County Clerk**

##### **Hon. Carl W. Block**

PO Box 2191  
Court House, Room 107  
118 Washington Street  
Toms River, NJ 08754-2191  
• 732-929-2018  
• Fax: 732-349-4336

<http://www.oceancountyclerk.com>

#### **Passaic County Clerk**

##### **Hon. Ronni Nochimson**

401 Grand Street  
Room 130  
Paterson, NJ 07505  
• 973-225-3632  
• Fax: 973-754-1920

<http://www.passaiccountynj.org/Departments/departments.html#Board%20Of%20Elections>

#### **Salem County Clerk**

##### **Hon. Gilda T. Gill**

92 Market Street, PO Box 18  
Salem, NJ 08079-1913  
• 856-935-7510, ext. 8208  
• Fax: 856-935-8882

#### **Somerset County Clerk**

##### **Hon. Brett Radi**

PO Box 3000, 20 Grove Street  
Administration Building  
Somerville, NJ 08876-1262  
• 908-231-7013  
• Fax: 908-253-8853

<http://www.co.somerset.nj.us/division.htm#ELECTIONS,%20BOARD%20OF>

#### **Sussex County Clerk**

##### **Hon. Erma Gormley**

4 Park Place  
Newton, NJ 07860-1795  
• 973-579-0900  
• Fax: 973-383-7493

<http://www.sussexcountyclerk.com>

#### **Union County Clerk**

##### **Hon. Joanne Rajoppi**

Court House, 1st Floor  
Room 115  
2 Broad Street  
Elizabeth, NJ 07207-6099  
• 908-527-4998/4999  
• Fax: 908-558-2589

<http://www.unioncountynj.org>

#### **Warren County Clerk**

##### **Hon. Terrance D. Lee**

413 Second Street  
Court House  
Belvidere, NJ 07823-1500  
• 908-475-6214  
• Fax: 908-475-6208

<http://www.co.warren.nj.us/election.html>

# Directory of County Election Officials

## County Superintendents of Elections/Commissioners of Registration

### Atlantic County

#### Ms. Joanne Armbruster

Superintendent of Elections  
1333 Atlantic Avenue, Suite 400  
Atlantic City, NJ 08401  
• 609-343-2245  
• Fax: 609-343-2240

<http://www.aclink.org/elections>

*Polling Place:* [http://www.aclink.org/elections/mainpages/Polling\\_places.asp](http://www.aclink.org/elections/mainpages/Polling_places.asp)

### Bergen County

#### Ms. Patricia A. DiCostanzo

Superintendent of Elections  
One Bergen County Plaza, Room 380  
Hackensack, NJ 07601  
• 201-336-6100  
• Fax: 201-336-6111

### Burlington County

#### Mrs. Joanne Nyikita

Superintendent of Elections  
755 Eayrestown Road  
PO Box 6000  
Mount Holly, NJ 08060  
• 609-265-5111  
• Fax: 609-265-5990

<http://www.co.burlington.nj.us/departments/elections/suptelections/suptofelections.htm>

### Camden County

#### Ms. Phyllis Pearl

Superintendent of Elections  
600 Market Street  
PO Box 1066  
Camden, NJ 08101  
• 856-225-5269  
• Fax: 856-225-5134

<http://www.co.camden.nj.us/government/offices/elections/index.html>

### Cape May County

#### Mr. John B. Feeley

Commissioner of Registration  
10-12 W. Mechanic Street  
P.O. Box 5000  
Cape May Court House, NJ 08210  
• 609-465-1050  
• Fax: 609-465-1639

<http://www.co.cape-may.nj.us/Cit-e-Access/webpage.cfm?TID=5&TPID=801>

### Cumberland County

#### Mrs. Nancy L. Sungenis

Commissioner of Registration  
60 Broad St. W., Suite 216  
Bridgeton, NJ 08302  
• 856-453-4850  
• Fax: 856-451-3172

<http://www.co.cumberland.nj.us/govtserv/directory/agencyview.asp?fldAgencyName=Election%2C+Board+of>

### Essex County

#### Mr. Carmine P. Casciano

Superintendent of Elections  
33 Washington Street  
Newark, NJ 07102  
• 973-621-5061  
• Fax: 201-621-6464

### Gloucester County

#### Mr. Harry Mullen, Jr.

Commissioner of Registration  
PO Box 352  
Woodbury, NJ 08096  
• 856-384-4500  
• Fax: 856-251-1647  
(For deliveries other than USPS use: 550 Grove Road, Paulsboro, NJ 08066)

### Hudson County

#### Ms. Marie Borace

Superintendent of Elections  
595 Newark Avenue  
3rd Floor, Room 301  
Jersey City, NJ 07306  
• 201-795-6555  
• Fax: 201-795-6561  
[http://www.hudsoncountynj.org/dept/clerks\\_office/default.asp](http://www.hudsoncountynj.org/dept/clerks_office/default.asp)

### Hunterdon County

#### Mr. William Martin, Jr.

Commissioner of Registration  
P.O. Box 2900  
Flemington, NJ 08822-9952  
• 908-788-1190  
• FAX: 908-806-4686  
(For deliveries other than USPS use: Route 12 County Complex Hunterdon Building 5A)

### Mercer County

#### Ms. Dulcy Ricciani

Superintendent of Elections  
640 S. Broad Street  
PO Box 8068  
Trenton, NJ 08650  
• 609-989-6770  
• Fax: 609-989-6888

# Directory of County Election Officials

## County Superintendents of Elections/Commissioners of Registration

### Middlesex County

#### Mr. Robert Lecky

Commissioner of Registration  
777 Jersey Avenue  
New Brunswick, NJ 08901-3605  
• 732-745-3471  
• Fax: 732-214-1656

<http://co.middlesex.nj.us/elections/index.asp>

### Monmouth County

#### Mr. John Bradshaw

Superintendent of Elections  
300 Halls Mill Road  
Freehold, NJ 07728  
• 732-431-7785  
• Fax: 732-431-7870

### Morris County

#### Ms. Roseanne Travaglia

Superintendent of Elections  
1 Court Street  
PO Box 900  
Morristown, NJ 07963-0900  
• 973-285-6715  
• Fax: 973-285-5208

<http://www.morriselections.org>

### Ocean County

#### Mr. Daniel Newman

Commissioner of Registration  
129 Hooper Avenue  
PO Box 2006  
Toms River, NJ 08754-2006  
• 732-929-2167  
• Fax: 732-506-5110

<http://www.oceancountyclerk.com>

### Passaic County

#### Mr. Rudy Filko

Superintendent of Elections  
311 Pennsylvania Avenue, Room 103  
Paterson, NJ 07503  
• 973-881-4515  
• Fax: 973-881-1634

<http://www.passaiccountynj.org/Departmentsdepartments.html#Board%20Of%20Elections>

### Salem County

#### Mr. John Burke

Commissioner of Registration  
94 Market Street  
Salem, NJ 08079-9856  
• 856-935-7510 ext. 8330  
• Fax: 856-935-6725

### Somerset County

#### Mr. Paul Curry, Jr.

Commissioner of Registration  
20 Grove Street  
P.O. Box 3000  
Somerville, NJ 08876-1262  
• 908-231-7084  
• Fax: 908-231-9465

<http://www.co.somerset.nj.us/division.htm#ELECTIONS,%20BOARD%20OF>

### Sussex County

#### Ms. Helen Tabaka

Commissioner of Registration  
18 Church Street  
Newton, NJ 07860-9965  
• 973-579-0950  
• Fax: 973-579-0955

### Union County

#### Ms. Mary Ellen Harris

Commissioner of Registration  
271 North Broad Street  
Elizabeth, NJ 07208  
• 908-527-4121  
• Fax: 908-527-4127

<http://www.unioncountynj.org>

### Warren County

#### Mary Meyers, Administrator

Commissioner of Registration  
Court House  
413 Second Street  
Belvidere, NJ 07823  
• 908-475-6313  
• Fax: 908-475-6221

<http://www.co.warren.nj.us/election.html>

# Directory of County Election Officials

## County Boards of Election

### Atlantic County

#### Board of Election

1333 Atlantic Avenue, 4th Floor

Atlantic City, NJ 08401

• 609-343-2243

• Fax: 609-343-2329

### Bergen County

#### Board of Election

One Bergen County Court Plaza

Room 310

Hackensack, NJ 07601

• 201-336-6225

• Fax: 201-336-6234

### Burlington County

#### Board of Election

49 Rancocas Road

Room G-22, PO Box 6000

Mt. Holly, NJ 08060

• 609-265-5062

• Fax: 609-265-3131

### Camden County

#### Board of Election

6981 N. Park Drive, Suite 109E

Pennsauken, NJ 08109

• 856-661-3600

• Fax: 856-661-3616

<http://www.co.camden.nj.us/government/offices/elections/index.html>

Polling Place: <http://www.co.camden.nj.us/government/offices/elections/pollingplaces.html>

### Cape May County

#### Board of Election

10-12 Mechanic Street

PO Box 5000

Cape May Court House, NJ 08210-5000

• 609-465-6880

• Fax: 609-465-1639

<http://www.co.cape-may.nj.us/Cit-e-Access/webpage.cfm?TID=5&TPID=801>

### Cumberland County

#### Board of Election

60 Broad Street West

Suite 216

Bridgeton, NJ 08302

• 856-451-8000 ext. 225-229

• Fax: 856-451-3172

<http://www.co.cumberland.nj.us/govtserv/directory/agencyview.asp?fldAgencyName=Election%2C+Board+of>

Polling Place: <http://www.co.cumberland.nj.us/govtserv/departments/elections/>

### Essex County

#### Board of Election

33 Washington Street

Newark, NJ 07102

• 973-621-5070

• Fax: 973-621-6480

### Gloucester County

#### Board of Election

P.O. Box 352

Woodbury, NJ 08096

• 856-384-4500

• Fax: 856-251-1647

(For deliveries other than USPS use: 550 Grove Road, Paulsboro, NJ 08066)

<http://www.co.gloucester.nj.us/clerk/elect.htm>

### Hudson County

#### Board of Election

595 Newark Avenue

Room 303

Jersey City, NJ 07306

• 201-795-6030

• Fax: 201-795-6032

[http://www.hudsoncountynj.org/dept/clerks\\_office/default.asp](http://www.hudsoncountynj.org/dept/clerks_office/default.asp)

### Hunterdon County

#### Board of Election

Permanent Registration Office

PO Box 2900

Flemington, NJ 08822

• 908-788-1190

• Fax: 908-806-4686

(for deliveries other than USPS use: Route 12 County Complex Hunterdon Building 5A)

<http://www.co.hunterdon.nj.us/depts/elect/electbd.htm>

Polling Place: <http://www.co.hunterdon.nj.us/election/polling.htm>

## Directory of County Election Officials

### County Boards of Election

#### **Mercer County**

##### **Board of Election**

640 S. Broad Street, P.O. Box 8068  
Trenton, NJ 08650  
• 609-989-6522  
• FAX: 609-278-2713

#### **Middlesex County**

##### **Board of Election**

777 Jersey Avenue  
New Brunswick, NJ 08901  
• 732-745-3471  
• Fax: 732-214-1656  
*http://co.middlesex.nj.us/elections/index.asp*  
*Polling Place: http://co.middlesex.nj.us/elections/polling-new.asp*

#### **Monmouth County**

##### **Board of Election**

300 Halls Mill Road  
Freehold, NJ 07728  
• 732-431-7150  
• Fax: 732-303-7648

#### **Morris County**

##### **Board of Election**

1 Court Street  
PO Box 900  
Morristown, NJ 07963-0900  
• 973-285-8350/8351  
• Fax: 973-984-8412  
(for deliveries other than USPS use: Hall of  
Records Building, Court Street, 2nd Floor)  
*http://www.morriselections.org*  
*Polling Place: http://www.morriselections.org/votelocations.html*

#### **Ocean County**

##### **Board of Election**

Court. House Annex  
129 Hooper Avenue  
Toms River, NJ 08753  
• 732-929-2167  
• Fax: 732-506-5110  
*http://www.oceancountyclerk.com*

#### **Passaic County**

##### **Board of Election**

401 Grand Street, Room 123  
Paterson, NJ 07505  
• 973-881-4527  
• Fax: 973-523-9121  
*http://www.passaiccountynj.org/Departments/departments.html#Board%20Of%20Elections*

#### **Salem County**

##### **Board of Election**

94 Market Street  
Salem, NJ 08079  
• 856-935-7510 Ext. 8330  
• Fax: 856-935-6725  
*http://www.salemco.org/departments/elections.html*  
*Polling Place: http://www.salemco.org/departments/election/pollingplaces.html*

#### **Somerset County**

##### **Board of Election**

Administration Building  
20 Grove Street, PO Box 3000  
Somerville, NJ 08876-1262  
• 908-231-7084  
• Fax: 908-231-9465  
*http://www.co.somerset.nj.us/division.htm#ELECTIONS,%20BOARD%20OF*

#### **Sussex County**

##### **Board of Election**

18 Church Street  
Newton, NJ 07860  
• 973-579-0950  
• Fax: 973-579-0955

#### **Union County**

##### **Board of Election**

271 North Broad Street  
Elizabeth, NJ 07208  
• 908-527-4121  
• Fax: 908-527-4127  
*http://www.unioncountynj.org*

#### **Warren County**

##### **Board of Election**

Court House, 413 Second Street  
Belvidere, NJ 07823  
• 908-475-6313  
• Fax: 908-475-6221  
*http://www.co.warren.nj.us/election.html*



# Voting Resources

Equipment and Polling Districts





Division of  
Elections

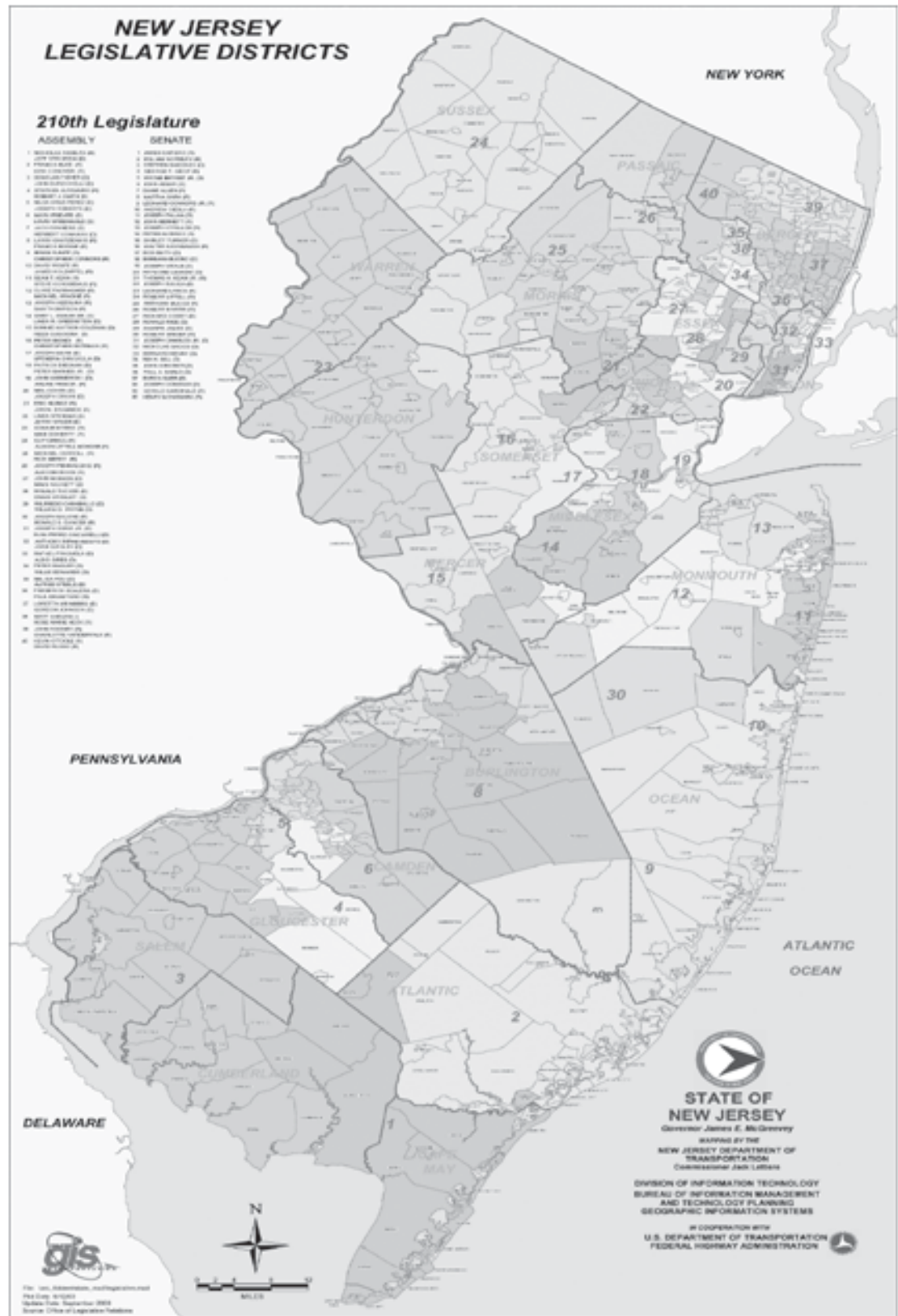
# Voting Equipment Inventory

County	Voting System (Manufacturer)	Type	Quantity **	Absentee Ballot System (Manufacturer)	Type
Atlantic	Shouptronic 1242 (Shoup)	Electronic	230	Teamwork-Model 25 (Sequoia Pacific)	Optical Scan
Bergen	AVC Advantage (Sequoia Pacific)	Electronic	1,200	550 (ES&S)	Optical Scan
Burlington	AVC Advantage (Sequoia Pacific)	Electronic	500	Paper Ballots Counted Manually	Manual
Camden	Model 2.5 (Shoup)	Mechanical	730	Paper Ballots Counted Manually	Manual
Cape May	Model 2.5 (Shoup)	Mechanical	168	Teamwork (Sequoia Pacific)	Punch Card
Cumberland	AVM Printomatic (Automatic)	Mechanical	110	Paper Ballots Counted Manually	Manual
Essex	AVM Printomatic (Automatic)	Mechanical	695	AIS-550 Vote Tabulation (Reliable)	Optical Scan
Gloucester	AVC Advantage (Sequoia Pacific)	Electronic	520	Teamwork Optical Scan (Sequoia Pacific)	Optical Scan
Hudson	AVC Advantage (Sequoia Pacific)	Electronic	600	OPS Scan 6 Scanner (Sequoia Pacific)	Optical Scan
Hunterdon	AVC Advantage (Sequoia Pacific)	Electronic	127	NSC Optical Scan (Sequoia Pacific)	Optical Scan
Mercer	AVC Advantage (Sequoia Pacific)	Electronic	600	OPS Scan 6 Scanner (Sequoia Pacific)	Optical Scan
Middlesex	AVC Advantage (Sequoia Pacific)	Electronic	662	Fiber Optic Scan Model #650 (ES&S)	Optical Scan
Monmouth	Model 2.5 (Shoup)	Mechanical	757	Model 650 (ES&S)	Optical Scan
Morris	AVC Advantage (Sequoia Pacific)	Electronic	805	NCS OpScan Model 550 (ES&S)	Optical Scan
Ocean	AVC Advantage (Sequoia Pacific)	Electronic	704	NCS OpScan Model 550 (ES&S)	Optical Scan
Passiac	V-2000 (ES&S)	Electronic	420	Model 150 Opital Scan (ES&S)	Optical Scan
Salem	EDGE (Sequoia Pacific)	Electronic	160	Op Scan (Sequoia Pacific)	Optical Scan
Somerset	AVC Advantage (Sequoia Pacific)	Electronic	290	Datavote/MP Version 3.0 (Sequoia Pacific)	Optical Scan
Sussex	iVotronic (ES&S)	Electronic	361	Model 150 (ES&S)	Optical Scan
Union	AVC Advantage (Sequoia Pacific)	Electronic	500	Teamwork 25 (Sequoia Pacific)	Optical Scan
Warren	Optech III-P Eagle (ES&S)	Electronic	95	Optech IV-C (ES&S)	Optical Scan

\* Both Mercer and Hudson will be utilizing the new voting machines for the first time in the April School Board Elections. \*\*  
Number of Voting Systems owned as opposed to used. Information was provided by counties through survey responses.



<http://www.nj.gov/transportation/gis/maps/congressional.pdf>







## **Glossary Terms and Definitions**



## Glossary

### **Absentee Ballot -**

any military service ballot or civilian absentee ballot. **N.J.S.A. 19:57-2**

### **Absentee Voter -**

any person qualified to vote a military service ballot or a civilian absentee ballot. **N.J.S.A. 19:57-2**

### **Any Election -**

includes all primary, general, municipal, school and special elections, as defined herein.  
**N.J.S.A. 19:1-1**

### **Armed Forces of the United States -**

any branch or department of the United States Army, Navy, Air Force, Coast Guard or Marine Corps. **N.J.S.A. 19:57-2**

### **Automatic Tabulating Equipment -**

includes apparatus which automatically examines and counts votes recorded on ballot cards, and tabulates the results. **N.J.S.A. 19:53A-1a**

### **Ballot -**

except when reference is made to irregular ballots, means that portion of the cardboard or paper within the ballot frames containing the name of the candidate and the designation of the party by which he was nominated, or a statement of a proposed constitutional amendment, or other question or proposition with the word “yes” for voting for any question or proposition, and the word “no” for voting against any question. **N.J.S.A. 19:47-1**

### **Ballot Card -**

a tabulating card on which votes may be recorded. **N.J.S.A. 19:53A-1b**

### **Ballot Labels -**

the pages, cards, or other material containing the names of offices and candidates and the statement of measures to be voted on, which are placed on the voting device. **N.J.S.A. 19:53A-1c**

### **Circulator -**

an individual, whether paid or unpaid, who solicits signatures for a recall petition.  
**N.J.S.A. 19:27A-3**

### **Commissioner -**

the commissioner of registration in counties. **N.J.S.A. 19:1-1**

### **County Board -**

the county board of elections in a county. **N.J.S.A. 19:1-1**

### **County Boards of Elections -**

the county board of elections appointed in the various counties or the person or board in charge of elections in the various counties as provided in Title 19 of the New Jersey Revised Statutes.  
**N.J.S.A. 19:53A-1g**

### **Counting Center -**

one or more locations selected by each of the county boards of election for the automatic counting of ballots. **N.J.S.A. 19:53A-1d**

### **Civilian Absentee Ballot -**

a ballot for use by a civilian absentee voter. **N.J.S.A. 19:57-2**

## Glossary

**Civilian Absentee Voter -**

any qualified and registered voter of the State who expects to be absent from the State on the day of any election and any qualified and registered voter who will be within the State on the day of any election but because of illness or physical disability, including blindness or pregnancy, or because of the observance of a religious holiday pursuant to the tenets of his religion, or because of resident attendance at a school, college or university, or because of the nature and hours of his employment, will be unable to cast his ballot at the polling place in his election district on the day of the election. **N.J.S.A. 19:57-2**

**District Board -**

the district board of registry and election in an election district. **N.J.S.A. 19:1-1**

**Election -**

the procedure whereby the electors of this State or any political subdivision thereof elect persons to fill public office or pass on public questions. **N.J.S.A. 19:1-1**

**Election District -**

the territory within which or for which there is a polling place or room for all voters in the territory to cast their ballots at any election. **N.J.S.A. 19:1-1**

**Elected Official -**

any person holding the office of United States Senator or member of the United States House of Representatives elected from this State, or any person holding a State or local government office which, under the State Constitution or by law, is filled by the registered voters of a jurisdiction at an election, including a person appointed, selected or otherwise designated to fill a vacancy in such office, but does not mean an official of a political party. **N.J.S.A. 19:27A-3**

**Electronic Voting System -**

a system in which votes are recorded on ballot cards, and such votes are subsequently counted and tabulated by automatic tabulating equipment at one or more counting centers. **N.J.S.A. 19:53A-1e**

**Family Member -**

an adult who is a spouse, parent, child, grandparent, grandchild or sibling of a voter, whether by adoption or natural relationship. It shall also include any adult occupant regularly living with a voter in any residential building or part of a building intended for the use of no more than one family. **N.J.S.A. 19:57-2**

**Federal Election -**

any general, special or primary held for the purpose of nominating or electing any candidate for the office of President or Vice President of the United States, Presidential elector, United States Senator or member of the United States House of Representatives. **N.J.S.A. 19:59-2c**

**File or Filed -**

deposited in the regularly maintained office of the public official wherever said regularly maintained office is designated by statute, ordinance or resolution. **N.J.S.A. 19:1-1**

**General Election -**

the annual election to be held on the first Tuesday after the first Monday in November. **N.J.S.A. 19:1-1**

**Incapacitated Absentee Voter -**

a voter who, due to incapacity, is unable to complete his ballot. **N.J.S.A. 19:57-2**

## Glossary

### **Irregular Ballot -**

a vote cast, by or on a special device, for a person whose name does not appear on the ballots.

**N.J.S.A. 19:47-1**

### **Jurisdiction -**

the electoral jurisdiction, including but not limited to the State, or any county or municipality thereof, within which the voters reside who are qualified to vote for an elected official who is sought to be recalled. **N.J.S.A. 19:27A-3**

### **Masculine -**

includes the feminine, and the masculine pronoun wherever used in this Title shall be construed to include the feminine. **N.J.S.A. 19:1-1**

### **Member of the Maritime or Merchant Marine Service -**

any person employed as an officer or crew member of a vessel documented under the laws of the United States, or a vessel owned by the United States, or a vessel of foreign-flag registry under charter to or control of the United States or enrolled with the United States for employment or training for employment, or maintained by the United States for emergency relief service as an officer or crew member of any such vessel or any such person as otherwise defined in section 107 of Pub.L. 99-410, the "Uniformed and Overseas Citizens Absentee Voting Act," (42 U.S.C.1973ff-6).

**N.J.S.A. 19:57-2**

### **Military Service -**

active service by any person, as a member of any branch or department of the United States Army, Navy, Air Force, Coast Guard or Marine Corps, or as a member of the maritime or merchant marine service, or as a reservist absent from his place of residence and undergoing training under Army, Navy, Air Force, Coast Guard or Marine Corps direction, at a place other than that of such person's residence. **N.J.S.A. 19:57-2**

### **Military Service Ballot -**

a ballot for use by a military service voter. **N.J.S.A. 19:57-2**

### **Military Service Voter -**

a qualified elector under the constitution and laws of this State who comes within one of the following categories: (a) Persons in the military service and their spouses and dependents. (b) Patients in a veteran's hospital located in any place other than the place of their residences who have been in the military service in any war in which the United States has been engaged and have been discharged or released from such service. (c) Civilians attached to or serving with the armed forces of the United States without this State and their spouses and dependents when residing with or accompanying them. **N.J.S.A. 19:57-2**

### **Municipal Election -**

an election to be held in and for a single municipality only, at regular intervals. **N.J.S.A. 19:1-1**

### **Municipality -**

includes any city, town, borough, village, or township. **N.J.S.A. 19:19:1-1**

### **Non-Partisan -**

In some municipalities, members of the local governing body are elected in May. Candidates for office do not run as officially affiliated with organized political parties. **N.J.S.A. 40:45-7**

### **Notice of Intention -**

the notice filed with the recall election official by a recall committee for the purpose of initiating a recall effort. **N.J.S.A. 19:27A-3**

## Glossary

### Official Ballot -

the printed strips of cardboard or paper containing the names of the candidates nominated and a statement of the questions submitted. **N.J.S.A. 19:47-1**

### Overseas Federal Election Voter -

any person in military service who, by reason of active duty or service, is absent on the date of an election from the place of residence in New Jersey where the person is or would be qualified to vote, and any citizen of the United States residing abroad who (1) immediately prior to his departure from the United States was domiciled in New Jersey and (a) was registered to vote, or had all the qualifications to register and vote, in New Jersey; or (b) had all the qualifications to register and vote in New Jersey other than having attained 18 years of age but has since attained that age; or (c) would, but for residence, have the qualifications to register and vote in New Jersey; (2) does not maintain a residence in the United States and is not registered or qualified to vote elsewhere in the United States; and (3) holds a valid passport or card of identity and registration issued under authority of the Secretary of State of the United States. **N.J.S.A. 19:59-2d**

### Party Office -

the office of delegate or alternate to the national convention of a political party or member of the State, county or municipal committees of a political party. **N.J.S.A. 19:1-1**

### Political Party -

a party which, at the election held for all of the members of the General Assembly next preceding the holding of any primary election held pursuant to this Title, polled for members of the General Assembly at least 10% of the total vote cast in this State. **N.J.S.A. 19:19:1-1**

### Presidential Ballot -

a ballot to be cast at a Presidential Election pursuant to this act. **N.J.S.A. 19:58-2**

### Presidential Election -

an election to be held for the election of electors for President and Vice-President of the United States. **N.J.S.A. 19:58-2**

### Presidential Year -

the year in which electors of President and Vice-President of the United States are voted for at the general election. **N.J.S.A. 19:1-1**

### Primary Election -

the procedure whereby the members of a political party in this State or any political subdivision thereof nominate candidates to be voted for at general elections, or elect persons to fill party offices, or delegates and alternates to national conventions. **N.J.S.A. 19:1-1**

### Protective Counter -

a separate counter built into the voting machine which cannot be reset, which records the total number of movements of the operating lever. **N.J.S.A. 19:47-1**

### Public Office -

includes any office in the government of this State or any of its political subdivisions filled at elections by the electors of the State or political subdivision. **N.J.S.A. 19:1-1**

### Public Question -

includes any question, proposition or referendum required by the legislative or governing body of this State or any of its political subdivisions to be submitted by referendum procedure to the voters of the State or political subdivision for decision at elections. **N.J.S.A. 19:1-1**

## Glossary

### Question -

includes any constitutional amendment, proposition or other question submitted to the voters at any election. **N.J.S.A. 19:47-1**

### Recall Committee -

a committee formed by persons sponsoring the recall of an elected official which represents the sponsors and signers of a recall petition in matters relating to the recall effort. **N.J.S.A. 19:27A-3**

### Recall Election -

an election held for the purpose of allowing the voters of a jurisdiction to decide whether an elected official shall be recalled from office. **N.J.S.A. 19:27A-3**

### Recall Election Official -

the official authorized by law to receive nominating petitions for an elective office, except that with respect to the recall of the county clerk, it means the Secretary of State. **N.J.S.A. 19:27A-3**

### Recall Petition -

a petition prepared and circulated by a recall committee as provided by this act for the purpose of gathering a sufficient number of valid signatures of registered voters to cause a recall election to be called. **N.J.S.A. 19:27A-3**

### Removed Resident -

a person, who was formerly a resident of one of the counties of this State but who has, or shall have, removed to another state, the District of Columbia, Puerto Rico, Guam, the Virgin Islands or to another county within this State, who has registered as a voter in the county of his former residence in this State at the time of his removal therefrom, and who by reason of an insufficient period of residence in the state or the county, to which he has or shall have removed, will not be able to qualify to vote at a Presidential Election to be held in such state or county or elsewhere, except as he may be qualified to vote in this State, or in such other county of this State, for the election of electors for President and Vice-President of the United States, pursuant to this act. **N.J.S.A. 19:58-2**

### Residing Abroad -

residing outside the United States. **N.J.S.A. 19:59-2b**

### School Election -

any annual or special election to be held in and for a local or regional school district established pursuant to chapter 8 or chapter 13 of Title 18A of the New Jersey Statutes. **N.J.S.A. 19:1-1**

### Special Election -

an election which is not provided for by law to be held at stated intervals. **N.J.S.A. 19:1-1**

### Sponsors -

the proponents of a recall effort who establish a recall committee. **N.J.S.A. 19:27A-3**

### State Operated School Districts -

There are currently three state-operated school districts in New Jersey where the state oversees the administration and operation of schools. In addition to the oversight of strategic plans, the department continues to review finance, facilities, programs, assessment, certification, data collection, an annual evaluation and personnel actions. **N.J.S.A. 18A:7A-15.1**

### Superintendent -

the superintendent of elections in counties wherein the same shall have been appointed. **N.J.S.A. 19:1-1**

## Glossary

**Type I School District -**

In a Type I school district, board members are appointed by the mayor during April or June.  
**N.J.S.A. 18A:12-7**

**Type II School Districts -**

In a Type II school district, board members are elected by the district's voters at the annual school election for terms of three years. **N.J.S.A. 18A:12-11**

**United States -**

each of the several states, the District of Columbia, Commonwealth of Puerto Rico, Guam, American Samoa and the Virgin Islands; the term does not mean or include the Canal Zone or any other territory or possession of the United States. **N.J.S.A. 59-2a**

**Voting Device -**

an apparatus which the voter uses to record his votes on a tabulating card. **N.J.S.A. 19:53A-1f**

**Voting Machine Custodian -**

the person who shall have charge of preparing and arranging the voting machine for elections.  
**N.J.S.A. 19:47-1**





**Division of  
Elections**

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